



OTTER STUDENT UNION AT CSU MONTEREY BAY
BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING MINUTES

Friday, February 2nd, 2024

10:00 AM - 11:15 AM

OSU Room 310 & via Zoom;

<https://csumb.zoom.us/j/89363402882>

I. CALL TO ORDER

Dylan Woodbridge motions to start the meeting.

Meeting started at **10:01AM**.

II. ROLL CALL

Board Directors:

- a. Dylan Woodbridge, Chair - Present
- b. Jianshan Chen Khalsa, Vice Chair - Present
- c. Berenice Lemus, Treasurer - Present
- d. Lesley Solano, Secretary - Present
- e. Citlaly Jauregui, Student - Absent
- f. Thomas Nigro, Student - Absent
- g. Kassandra Fimbres, Student - Present
- h. Caleb Hernandez, Student - Absent
- i. Ana Ruiz, Student - Absent
- j. Muhammed Ali Ghazali, Student - Present
- k. Patterson Emesibe, Alumni Representative - Present
- l. Babita Gupta, PhD, Faculty - Present
- m. Jenny McAdams, Community - Present
- n. Jeff Rensel, OSU Director - Present
- o. Ben Corpus, VP for EMSA - Absent

III. APPROVAL OF AGENDA 12.1.23

Dylan Woodbridge asks for approval for agenda items.

Jeff Rensel motions to approve.

All approved the motion.

The motion passes 8-0-0 at **10:02 AM**.

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

(<https://csumb.edu/osu/board-directors/agendas-minutes/>)

Jeff Rensel motions to approve

Jenny McAdams seconds the motion.

The motion passes 9-0-0 at **10:03AM**.

V. BUSINESS ITEMS

A. Monthly Meeting/Agenda

Lesley Solano presents

- a. Overview of today's meeting and what we will be discussing.

B. Special Guests/Presentations:

- a. Mary Mauro
 - i. Senior Director Enterprise Data Management and Information Security Officer in IT@CSUMB
 1. Policy and Compliance to state and CSU policy.
 2. Creating cyber security awareness
 3. Chancellor's office has requested for All staff, faculty, and student assistants to be trained, but student training is not funded
 4. Phishing campaigns go out every few months, and they are finding that many students, staff and faculty are still falling for them.
 - ii. Need input for an Initiative that focuses on creating cybersecurity awareness among the students.
 1. October- [National Cybersecurity Awareness Month](#)
 - a. Other campuses are better equipped to hold informational events
 - i. Cal Poly Pomona [poster contest](#) is a great opportunity for students to participate in and win prizes such as cash rewards up to \$5k
 - b. They have tabling events, but they don't have funding for larger scale events such as the ones other schools put on.
 - c. They do what they can but they could do a lot more.
 2. Communication avenues and other ways to communicate with student groups to garner support and awareness for their initiatives
 3. They need ideas for things they could do without a huge budget.
 - a. Giving students recognition, some form of certificate for getting educated on cyber security.
 - b. Digital signage in the OSU with all the resources and links available to campus members.
 - c. Roundtable discussion with students.
 - d. The board can offer
 - i. The Board's participation for a student panel
 - ii. Otter Thursdays support
 4. They are planning for sometime in late April to have another cyber security awareness event.

- a. Having two months a year would help to better inform campus members and garner more awareness for their initiatives.
 - iii. Resources available for our campus;
 - 1. [Information Security | California State University Monterey Bay](#)
- b. Board discussion of other presenters we would like to approach for this semester.
 - i. Who would we like to have come speak to the board for our spring meetings?
 - 1. Recreation.
 - a. We would like to invite them out so we can hear more about their new location opening in the coming year.
 - 2. Campus planning
 - a. We would like to invite campus planning to update us on what changes or updates are coming to our campus.
 - 3. The board would like to know how Mental health on our campus is being addressed or being brought awareness to.
 - 4. Marcomm
 - a. CSUMB is rebranding and updating our logo, so we would like to have Karina Alvarez and the Marketing and Communications team present to the board on what new changes we can expect.
 - 5. Ben Corpus
 - a. Ben is a board member, but we would like to have him more formally present/update the board on what he has been working on in his role as VP for Enrollment Management and Student Affairs.

10:19AM

- C. Public Forum** (At this time members of the public may approach the OSU Board about items not already listed on this agenda. Public comment is an opportunity for members of the public to directly address the OSU Board on any item affecting the OSU or the campus community.)

- a. No members of the public were present for this meeting.

10:20AM

D. Committee Updates

Lesley Solano Presents

- a. Art Committee
 - i. [OSU Artist Submission](#) form is now open.
 - ii. Promotion has begun going around, online and on the TV displays in the OSU. Thank you everyone who has helped to spread the word.
 - iii. The Art committee would like to ask if there is a specific budget for us to work with as we would like to arrange a community mural to take place this semester.

1. If the board approves funds for this project, we need to begin a discussion with facilities to find what wall we would like to put this project on.
 2. The board's input on this project is greatly appreciated.
 - a. The Donation Fund holds around ~8k.
 - i. Some of this can be used towards the community mural.
 - b. There are no real concerns for vandalism.
 3. Karina Alvarez is also helping to promote this initiative on social media.
- iv. Looking ahead to next terms Board
1. Citlaly Jauregui, is the current Community Arts SC at the OC3 and they are graduating this Spring, so they have also shared they think it's best if we invite the next Art person in OC3 to join the Art Committee and attend the monthly meetings next term.

10:25AM

Berenice Lemus and Jeff Rensel Present

- b. Budget & Audit Committee
 - i. Budget Review
 1. Link (Access for Exec Board only):
 - a. [OSU Budget Mid - Year 2023/2024](#)
 2. There is a hope for an increase in revenue.
 3. The budget is on track, it is in a good spot.
 4. Some numbers are backtracked, such as utilities. This is because those bills have not yet been reflected in the account, as they take longer to process in the system.
 5. Contractual services still have a good budget.
 6. Student fees are a lot lower in comparison to other years, because of the drops in student enrollment, so the committee is working on finding ways to make up for that revenue.
 - ii. Next audit committee meeting Thursday, February 22, 2024 (1p-3p)
 1. Next audit will be happening in the summer (as semester comes to an end).
 - iii. Tax Updates
 1. Late February timeline

10:31AM

Berenice Lemus, Jianshen Chen Khalsa, and Dylan Woodbridge Present

- c. OSU Policy and Procedure Committee
 - i. [Documents | California State University Monterey Bay](#)
 - ii. In review process, travel and some other policies are under review
 - iii. Adding a nominal fee for use of the building in the off-seasons
 - iv. Jeff Rensel will present this at a later meeting.

10:35AM

E. Additional Roles

Dylan Woodbridge Presents

- a. AS Liaison Update
 - i. Elections Committee
 - ii. Senate meetings overview:
 - 1. Title 9 presentation took place
 - 2. CSU association update
 - 3. They want to implement two title 9 advisors, and enforce stricter background checks on staff/faculty.
 - 4. They are hoping for more alumni engagement on our campus
 - 5. Cultural Identities Center proposal
 - a. They have a plan of developmental centers such as LGBTQ+ group, AAPI group, Native group, Women's Center, and Muslim student group.

Kassandra Fimbres Presents

- b. Otterlands Committee Update
 - i. Weekly meetings are taking place.
 - ii. The artist for Otterlands has been chosen.
 - 1. April 17th-22nd
 - 2. Otterlands concert is on April 19th
 - iii. They are working on improving the ticketing system.

Lesley Solano Presents

- c. Board Promotion (Marketing)
 - i. Karina Alvarez and Marcom Team have done a very good job in helping to promote the Board on their social medias, so big Thank You to them!
 - 1. [@OSU_CSUMB Instagram post from Feb. 1st](#)
 - ii. Otter Showcase
 - 1. Jianshen was going to promote the OSU Board at the planned Otter Showcase on Jan 31st. but it was canceled because of the rain.
 - 2. Tabling was moved to next Wednesday, February 7, 2024 from 11:00 am - 1:00 pm in the Main Quad.
 - 3. If anyone else would like to join tabling and promote the board or even just swing by the table that would be great.

10:43AM

Dylan Woodbridge and Jeff Rensel Presents

- d. OSU Board Selection Committee
 - i. We need to start the recruitment process for next year's board.
 - 1. Committee formation
 - a. 3-4 board members need to join this committee
 - i. Berenice, Dylan, Muhammed,
 - 2. Tabling for recruitment
 - 3. Applications and process
 - a. Google application process

4. The selection committee reviews the applications and appoints it to the CSU President.
 5. New Board members are invited to the June 7th meeting.
 6. If current members want to join again next year, they should reapply.
- ii. OSU Board appointed by the President by April 2024.

10:46AM

Dylan Woodbridge Presents

- e. OSU Engagement
- i. Volunteer Opportunity for Spring
 1. Our Beach cleanup in December was a huge success.
 2. We hope to put together another volunteering opportunity in the Spring as well.
 3. The Tree Plantings we had planned to do last year were postponed, but Campus Restoration projects are coming up.
 - a. Potential Dates on [HSP Calendar](#):
 - i. CSUMB Camps Restoration Event: 2/15 @ 2pm, 2/17 @ 10am, 3/2 @ 10am, 3/16 @ 10am, 4/18 @ 2pm
 - ii. The Board aims to have a volunteer opportunity sometime in March.
 - b. If the Tree Plantings are canceled again, we can look into doing Beach Cleanup again or looking into another option.
 - i. Someone suggested Meals on Wheels as another opportunity.

10:49AM

Lesley Solano Presents

- f. Black History Month
- i. All Black Gala - Sunday, Feb. 25 4-6pm
 1. This event is a collaborative effort put on by the Helen Rucker Center for Black Excellence, Otter Cross Cultural Center, and Associated Students of CSUMB, as well as other community partners.
 2. They are looking for more student participation in the event, so if the Board could help in promoting this event that would be appreciated.
 - ii. We have a diminishing black student population on our campus, so how can the OSU contribute to this issue?
 1. Movie screening collab with housing (King Richard)
 - a. Movie, snacks, apple airpods raffle to promote student engagement and participation.
 2. Black Students United ([BSU](#)) is participating in every Otter Thursday this month.

10:54AM

F. OSU Suggestion Box

Kassandra Fimbres Presents

The suggestion box is a small box at the front desk of the OSU where students can submit suggestions to be taken into consideration by our board.

- a. Items submitted for board discussion:
 - i. No suggestion box to review
- b. Digital QR Code for OSU Suggestions (Kassy/Karina)
 - i. A QR code has been created.
 1. Quicker way for people to submit suggestions
 2. Stickers will be strategically placed around the building to try and capture more suggestions
 3. Link tree on Instagram also has a link to the form on there.
 4. It is an anonymous form.

10:56AM

VI. OSU UPDATES

Jeff Rensel, Otter Student Union Director Presents

A. Upcoming Events

- a. Otters After Dark
 - i. Thursday, Feb. 8th - "King Richard" film screening
 - ii. Thursday, Feb. 15th - "Dive Into the Kelp Bed" Basketball event
- b. Outdoor Seating & Room Signage Review
 - i. Seating:
 1. 1 x [Nautical Grand](#) - Navy
 2. 3 x [Wave Collection](#) - Pacific Blue
 3. 1 x [South Beach](#) - Navy
 4. The campus is buying more outdoor furniture and the OSU was invited to also purchase items.
 - ii. Room Signage will be discussed at the next meeting

11:01AM

B. General updates & Announcements

- a. Otter Esports Lounge
 - i. [User Agreement Form](#) up for review
 - ii. 6 New Gaming Assistants
 1. We will have them join our meetings to give us updates in the coming months.
 - iii. OSU Board support for the ribbon cutting ceremony
- b. Communications Updates
 - i. CSUMB Logo updates
 1. The University has undergone an 8 month rebranding process.
 2. March 1 (internal roll-out)

- a. UCOMM will be paying for ~70 subscriptions to Canva and editing softwares to allow for these changes to be implemented more smoothly.
 - b. Transition period to new colors, fonts, logos, etc.
 - 3. April 2 (public roll-out)
 - a. By admitted-otter day, the new branding should be implemented campus-wide.
 - 4. Branding bootcamp planned for sometime around June.
- ii. Spirit Mark Focus Groups
 - 1. CSUMB has requested student leader participation in their remarketing efforts. Cal State Monterey Bay will launch our new brand and “The Strength of Us” campaign in Spring 2024. Please join us for a Spirit Mark Focus Group with Red Cactus Marketing via Zoom. We want your ideas and input to create a new spirit mark for use by student clubs and social organizations.
 - 2. The spirit mark will feature an Otter mascot character illustration for use in casual, non-academic applications with the goal of building and encouraging school spirit, pride and loyalty.
 - 3. Spirit Mark Focus Groups will happen [4 to 5 p.m. Tuesday, Feb. 6](#) and [12 to 1 p.m. Wednesday, Feb. 7](#) Click the date you are interested in to RSVP (please only sign up for one).

11:04AM

VII. OC3 UPDATES

Peter Xiong, Otter Cross Cultural Center Pro-staff Presents

A. Upcoming Events

- a. Personal Writing Workshop
 - i. Wednesday, February 7th from 12:15p-1:45p
- b. Ignite Social Justice and Leadership Retreat
 - i. Students had to apply for this retreat, and it will take place Feb. 9 to 11
- c. All Black Gala
 - i. Sunday, Feb. 25 4p-6p
- d. Wednesday Night Open Mic
 - i. Wednesday, Feb. 28th from 4p-5:30p
- e. International Womxn's Day
 - i. Friday, March 8th
 - ii. All day summit, with events from 10a-10p
- f. Men of Color Retreat
 - i. Saturday Mar. 9th - 10th

B. General updates & Announcements

- a. Affinity Ceremonies [Registration](#) Up
 - i. Affinity Ceremonies, formally known as Affinity Graduation Celebrations, honor the accomplishments and experiences of CSUMB graduates from historically underrepresented communities.

- ii. Rainbow (LGBTQ+), Chicanx/Latinx, Otter Dreamers (Undocumented) Grad, Veterans, Students with Disabilities, Native American, Asian, Pacific Islander, Desi (APIDA), Family Friendly, Black/African Heritage

11:07AM

VIII. ANNOUNCEMENTS

A. Upcoming Events

- a. Otter Thursdays
- b. Glow Yoga - Mondays at 5:15pm in the OSU Ballroom

B. Reminder of New Meeting time for spring semester is;

- i. First Friday of each month at 10AM.
- ii. Last meeting of the year will be **June 7th**.
- iii. Zoom Link: <https://csumb.zoom.us/j/89363402882>
- iv. Google Calendar invites have already been sent out to everyone.

11:08AM

IX. ADJOURN

Dylan Woodbridge motions to adjourn the meeting.

All approved the motion.

Meeting adjourned at **11:08AM**.

*Electronic submissions of agenda items:

- Email Secretary at secretary@otterstudentunion.org
- Include in the subject line “OSU Agenda Item”
- Provide title for the agenda item
- Provide a brief description of the agenda item
- Provide the name of the individual who will present the agenda item or a designated appointee
- If applicable, provide an attached written proposal for the item

Legal Compliances Notices:

In compliance with the *Gloria Romero Open Meetings Act of 2000, California Education Code 89306.(a)* (1), any member of the campus community or public shall have the ability to directly address the OSU Board on any item on the agenda. Participation beyond addressing the committee more than once may be regulated if necessary in the interest of time.

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In compliance with the California Public Records Act aka CPRA (California Government Code 6250-6270), this agenda packet and all meeting materials distributed during this public meeting shall be made available upon request and if requested, in an appropriate alternate format to accommodate a person with a disability.