

OTTER STUDENT UNION AT CSU MONTEREY BAY

**BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING AGENDA**

Thursday, October 6, 2022

6:15 PM - 7:30 PM

OSU Room 308 & via Zoom

<https://csumb.zoom.us/j/88166214067>

I. CALL TO ORDER

Time: 6:15 p.m.

II. ROLL CALL

Board Directors

- a. Andres Mena, Chair, Present
- b. Sean Meeks, Vice Chair, Present
- c. Dylan Master, Treasurer, present
- d. Anisha Jadhav, Secretary, present
- e. David Ledesma, Student, present
- f. Kassandra Fimbres, Student, Absent
- g. Nawied Amin, Student, Present
- h. Patterson Emesibe, Alumni, Present
- i. Babita Gupta, PhD, Faculty, Present
- j. Chris Illig, Community, Present
- k. Jeff Rensel, OSU Director, Present
- l. John Fraire, PhD, Interim VPSA, Absent
- m. Rudy Medina, OC3 Director, Present

III. APPROVAL OF AGENDA 10.6.22

Andreas Menas moves to approve the agenda.

Dr. Babita Gupta seconds.

Motion passes 10-0-0

IV. APPROVAL OF MINUTES FROM 09.01.22

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

Sean Meeks motions to approve the minutes.

Nawied Amin approves the motion.

Motion passes 10-0-0

V. BUSINESS ITEMS

- i. Board Priority Review (Executive Board)

Andreas Menas reviewed the priorities set according to the agenda. He discussed each priority and initiative, and asked for discussion and input.

Priorities included:

1. Development of a timeline/calendar:

The Executive Board members were assigned to each identified priority. Jeff added the confirmations about the Board members of the Art Committee and Policy and Procedure Review Committee.

2. Art in the OSU:

Andreas Menas reviewed the roles and responsibilities for the Board Art Committee members formation, suggested by Jeff Rensel via email communication.

The Board Art Committee members responsibilities shall be as follows:

1. Work to support, develop, and promote art in alignment with the university's vision and core values.
2. To help identify opportunities for art displays and projects within the OSU.
3. Make recommendations to the OSU Board for location, installation, and duration of public art.
4. Present OSU Board recommendations or projects to the CSUMB Student Art Committee.
5. To adhere to all OSU policies and procedures.

The update on the Art Committee was asked by Andreas Menas to Jeff. Jeff's announced confirmations of board members assigned to the Art Committee (Anisha Jadhav and Dylan Masters). He added the possible statement for "Art" in the OSU to all, which was earlier shared to everyone via email communication.

Andreas Menas asked Jeff about the suggestions for setting up the Art Committee and about art on cultural matters. He also raised a query about the possible charges for setting up the Art Committee. Jeff discussed the roles and responsibilities of the Art Committee.

Dylan Masters added that he asked a couple of local artists in Downtown to work with the university for art donations. It specifically mentioned the "Venture Galleries". He added that he had conversations with two of the artists that showed interest in.

There was confirmation about the Art Committee members by Andreas to be led by Anisha Jadhav and Dylan Masters.

Jeff suggested that he will contact Karina as she has many contacts with the Marketing committee to make progress towards the steps.

Patterson Emesibe suggested and encouraged attending the meeting of Building 12 to take a look at the mural space on the campus and try to know who is making the mural space. Jeff informed all that it was conducted by the Student Success Center. Patterson Emesibe also suggested that the Building 12 hub be made a hub here in OSU as it was earlier. Jeff entertains the motion.

Patterson Emesibe motions to form the Art Committee. Andreas Menas asks for motions for any questions or opposition. As everyone agreed on it, the motion passed.

Jeff suggested that we need to make sure about the charges.

3. Policy and Procedure Review Committee:

Andreas Menas reviewed the confirmation of the committee members for the OSU Board Policy and Procedure Committee to be led by:

- Jeff Rensel
- Andreas Menas
- Patterson Emesibe
- Kassy Fimbres
- Diana Ballesteros (staff liaison)

The purpose of the OSU Policy and Procedure Committee that was conveyed through email conversation by Jeff was as follows:

- Conduct a review and evaluation of the OSU Board of Directors Policy Manual
- Identify and recommend updates, changes, and new additions to the Policy Manual to the OSU Board.
- Ensure all recommendations of the committee are consistent with and adhere to the CSU Auxiliary Organizations Compliance Guide, and CSU Auxiliary Organizations Sound Business Practices Guidelines.

A monthly meeting will be set up for reviewing and reporting back to the Board at each Board meeting.

4. Sustainability/Plants:

Sean Meeks added about the sustainability idea for the OSU Building like adding plants and he was working on it.

5. Promotion/Signature:

_____ (Sean)

6. International Student Support (Initiative for Spring semester):

Andreas Menas discussed that as the International students will be approaching next semester (Spring 2023), thus setting up the goal of International Student Support to be postponed for next semester and will not be focused on it for this semester.

7. Facilities (increase seating options, desks, etc.) - ownership will be taken by OSU staff:

Andreas Menas and Jeff made discussion about more seating arrangements needed in the overall OSU Building and specifically in the Rookery Room. Jeff informed through email to all that the ownership regarding seating arrangement, desks, etc. will be taken by the OSU staff. Jeff suggested that public computers were hard to maintain, so they removed and focused on giving a thought to how to use that space for the OSU Board. He also specified the space near the front desk in the Rookery (Game) room to be considered for the same.

8. Invitation to others to present to the board including the President and Otter Kitchens:

Andreas Menas asked about the input or feedback on the invitation to the Otter Kitchens. On it, Jeff replied that he did contact Otter Kitchens (Josh Martin) but received a response that the Otter Kitchens were short of their staff as of now, thus they were finding it difficult for the invitation to the meeting and implementation of the suggestions. Jeff added that as he did not get any good response from them, he is going to contact them later and take follow-up on it.

ii. OSU Policy and Procedure Committee:

This part was skipped by Andreas Menas as there were discussions about this in the previous business item priority.

Jeff discussed that as a Board, opportunities can be created and implemented. There was mention of activities like beach-cleaning activities. Jeff put this suggestion to be decided by everyone based on their schedule and interest. Patterson Emesibe replied that he liked the idea and suggested that students can be encouraged for marketing about the same.

There was mention of conducting a review and evaluation of the OSU Board, and identifying and updating the changes in the OSU Board Manual. Andreas Menas asked for the motion to pass. Jeff informed all that the committee was already formed and he had good suggestions regarding it. He also added that the committee will be meeting on October 17, and the conversations about this meeting will be discussed with everyone in the next meeting.

iii. Budget Committee:

The confirmation of the Budget Committee members were informed via email by Jeff. The members of the Budget Committee are:

- Jeff Rensel
- Dylan Masters
- Dr. Fraire
- Glen Nelson, the CFO or his designee - Stephen Mackey

The first meeting of this committee has been scheduled on October 26 at 2pm, in which there will be discussions about the review of the 2021-2022 year(s) and the first quarter(s). He also informed us that last year, we were under budget.

Jeff and Dylan Masters informed that the meeting of the Budget Committee was scheduled on October 26, and thus there were no updates as of now.

iv. Audit Committee:

A remainder in the email was conveyed by Jeff to all via email about the Audit Committee. It included that all CSUMB Auxiliary units, including the OSU receive an annual audit. The audit committee meeting of Jeff and Dylan was rescheduled and would be occurring by the end of October. The audit itself includes tax preparation for the OSU and as the audit gets complete, the End of Year report for 2021-2022 will be released by the OSU.

Jeff and Dylan Masters informed that there were no updates on the Audit Committee part as the previous committee meeting was yet to happen.

Jeff added that he mentioned to make sure about taking care not to spend much. The efforts will be continued for the same but there will be reporting of it on November 23. He also added that due to less enrollment of students this Fall semester as compared to last year, the student fee has got affected.

VI. OSU UPDATES:

Jeff Rensel - Otter Student Union (OSU) Director:

Jeff added that this semester is going very busy but things are going well. He mentioned about following things:

- 10/16 at 9:00 am - 'Brunch with the President'- Jeff invited all for this event.
- 10/26 at 12:00 pm - 'Monte's Music'
- Veterans Day Ceremony in partnership with Student Veterans Services

- Jeff will work with Rudy and the OC3 team to review some of the other upcoming events and happenings.
- Otter Kitchens did not respond to Jeff's request to come to today's meeting and thus Jeff will be reaching out to them again for a future meeting.
- The new Transportation Manager would like to come to a future OSU Board meeting to provide updates and gather feedback regarding the various transportation options on campus including the 'Wave'.
- Jeff will be visiting the President to visit the OSU Board for our November or December meeting based on her availability.

Jeff during the meeting mentioned all these points. He also added that due to lack of parking, they are adding more transportation options like bike parking near the OSU Building.

VII. OC3 UPDATES:

RUDY MEDINA - OC3 DIRECTOR

Rudy mentioned following updates:

- He was working with Associated Students and coordinating with them.
- Working on their internship program for the OC3 program and they already hired two people for it.
- 10/7 at 5:30 - 7 pm- 'Get Ready With Me: Drag Queen Edition' - a tutorial and there will be some discussions about the history. The tickets were already full for the actual event - 'Werk Witch'.
- 'My Culture is not Classroom' - displaying some art pieces around the OSU
- 10/23 Sunday at 5- 8pm - 'Diwali: The Festival of Lights' event - celebrating Diwali festival with food, art and crafts along with traditional or colorful clothing and observing the 'Festival of lights'.
- 10/26 at 12 - 1:30 pm - 'Social Justice Dialogue: Sexual and Domestic violence: Hxstory, Awareness, and resources' - discssion on sexual and domestic violence against women, the queer community and men.

Andreas Menas asked Rudy about how many events are conducted by OC3 throughout the semester and Ruddy replied that there are lots of events conducted but November and October are the busiest months. He also added that there are a few or couple events conducted in September, January and February and then there are lots of events towards the Graduation ceremony.

VIII. ANNOUNCEMENTS

Jeff conveyed some announcements through email. Those are listed below:

1. RAFT Weekend - <https://csumb.edu/traditions/raft-weekend/>
2. Building 12 - Student Success Center - feedback and input session is on October 7, 2022.
3. Information from Associated Students and the consultants/Architects. The official announcements included:
 - a. Input and feedback from accessing the services available in Building 12. The services provided are:
 - i. Advising/Career Center (to include the Transfer Student Center)
 - ii. Basic Needs (i.e. The Hub)
 - iii. Cooperative Learning Center
 - iv. Office of Inclusive Excellence/Sustainability
 - v. Undocu Otters (aka “Dream Center”)
 - vi. Student Housing & Residential Life
 - b. Additional spaces provided:
 - i. Affinity spaces
 - ii. lounge /study/ computer areas (i.e. 12 Zoom rooms)
 - iii. Lactation room along with new structural/ physical appearances
 - iv. Possibility of including internal/ external mural
 - c. The first phase of this building renovation project was conducted with LPA Design Associates to assess the “what if’s” in terms of creating a new type of Student Success Center(SSC). There was an invitation of event for planning about the same on Friday, October 7 from noon to 1:30 pm in the OSU Main Quad Plaza, along with outdoors between Food Court and Starbucks.
 - d. Diagrams of the renovation project will be shared along with informal Q&A time with the architects. Refreshments will be provided. For more information, there was mention of contacting Joanna Iwata or Dr. Leslie Williams (AVP/Dean of Students).

During the meeting, Jeff encouraged everyone to get the tickets for the ‘Werk Witch’ event. He added that he is going to send an email to facilitate these discussions.

Some other announcements included:

- Patterson Emesibe announced that on Friday October 7, he and Millie were going to host an event about the Otter Express (OE) and there will be servings for beer and wine from 1 -

4pm. He also encouraged everyone to visit the event as last year they had 500 people show up and it would be a really fun experience.

- David made an announcement that the Student Advisor Committee has been looking for members to be on their board committee, and so encouraged everyone to take advantage of this opportunity as we will not be representing as OSU Board members but will be representing from their board committee at that time. Andreas Menas asked David to share this information with everyone through email.

Dylan Masters suggested that the Art Committee should meet together early for the communication for sending offers to the local artists community.

Jeff added that we need one more member for the Art Committee apart from the assigned members. He also added that he will check with Kassy about this so that the committees and the committee members can meet on the same day before the meetings of the Art Committee.

IX. ADJOURN

Andreas Menas motions to adjourn the meeting.

Meeting adjourned at 7:00 p.m.

*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

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will enable the OSU Board of Directors to make reasonable arrangements to ensure accessibility to the meeting.

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