STUDENT UNION, INC.
MINUTES
April 14, 2010
11:00 a.m.
Student Union Blue Room

I. CALL TO ORDER
The meeting was called to order by Francisco Millan at 11:05 a.m.

II. ROLL CALL
Present: Francisco Millan, Mildred Tabajonda, Kevin Hofferd, Angelo Lapuz, Stephen Muchinyi, Zandre Azogue for Nancy Solis, Mike Neal, Marina Avalos-Kegley, Dr. John Hultsman
Absent: Dr. Horace Mitchell, Marilyn Hallman, Huaqing Wang
Others: Emily Poole, Rebecca Nosaka, Mike Abril, Suzanne Muller, Johnny Villasenor, Mark Harriman, Laura Catherman

III. APPROVAL OF AGENDA
Laura Catherman proposed an amendment to item VII. C. The item should be changed from Brown Armstrong Audit Services to Daniells Phillips Vaughan and Bock Audit Services. The amended agenda for April 14, 2010 was approved by majority. 2nd – Zandre Azogue

IV. APPROVAL OF MINUTES
A. Minutes of October 8, 2009
The minutes from February 2nd, 2009 were approved by consensus. 1st – Zandre Azogue, 2nd – Mildred Tabajonda

V. INTRODUCTIONS
Self introductions were made.

VI. OLD BUSINESS

VII. NEW BUSINESS
A. Student-At-Large Vacancy – Kevin Hofferd
Kevin Hofferd explained we have one student-at-large vacancy due to the recent resignation of Vanni Banducci. The position acts as a voice for the general student population. Applications are being accepted and we hope to have interviews at the next board meeting.

B. Appoint Chair and Vice-Chair – Mildred Tabajonda

Mildred Tabajonda explained that both position have been vacant for a few months and we now have the opportunity to fill them. Francisco Millan nominated himself for the position of Chair. There were no other nominations and Francisco was voted to the Chair position by consensus.

Kevin Hofferd nominated himself for the position of Vice-Chair. Mike Neal clarified that the Vice-Chair does not need to be a CSUB student. There were no other nominations and Kevin was voted to the Vice-Chair position by consensus.

a. ASI Volunteer Liaison
Mike Neal clarified this is an unofficial position to the Student Union Board. Angelo Lapuz volunteered for this position. Zandre Azogue added that this position currently does not have voting rights on the ASi Board. Mike Neal added he would not want the liaison to vote on behalf of the Student Union Board, however Laura Catherman clarified that the liaison would focus on programming issues and not other business.

Mark Harriman reminded the Board that there is a need for two SRC Liaisons. Mildred Tabajonda explained that the liaisons would be the Chair and herself since she has already been fulfilling those responsibilities.

Mike Neal suggested we add an SRC Report and ASi Report as standing items in future agendas. Stephen Muchinyi suggested the best way to do this would be to amend the agenda during the next meeting.

C. Daniells Phillips Vaughan and Bock Audit Services – Laura Catherman

Laura Catherman explained that Daniells Phillips Vaughan and Bock will be conducting our fiscal audit for the Student Union. We need to send them an engagement letter. Mike Neal clarified that the campus auxiliaries ask for audit proposals every three years and then all of the auxiliaries make a commitment to one firm. Due to a new accounting regulation, we need to submit an engagement letter each year that reappoints the firm so they may continue their audit services. There has been no notice of change in fees so the amount of $8,100.00 remains as the set fee, divided between the Student Union and SRC. 1st – Mike Neal, 2nd – Zandre Azogue The motion to approve the engagement letter with the same terms was approved by consensus.

VIII. ITEMS FOR DISCUSSION

IX. CLOSED SESSION

X. BOARD CHAIR REPORT

Francisco Millan explained that the student directors would like to renovate their office by purchasing new furniture, frames, posters, and paint. The budget is $500.00. Mike Neal believes a formal proposal should be made to the Board and then approved by majority. Laura Catherman explained that we would take a look at the budget toward the end of the quarter to see what funds are available for this project.

XI. PROGRAM CHAIR REPORT

Mildred Tabajonda explained that we are currently under budget for programming and hospitality. Since our last meeting, we have hosted Speed Dating and Late Night Study. For the Spring quarter, we sponsored a Frito Boat snack for the Spring Music Festival and are currently working on other programming ideas, such as Def Poetry night. Mildred would also like to plan a trip to visit the Antelope Valley campus to do giveaways.

The student directors will be participating in Campus Clean-Up Day on April 21st as well as Celebrate CSUB! on April 24th. We have hired two balloon makers for Celebrate CSUB! and will also have an informational table.

XII. DIRECTOR REPORT

Laura Catherman reported that the budget subcommittee is currently working on next year’s budget and should have something in place for approval by next meeting. We are expecting a six percent decrease in enrollment and therefore, a decrease in student fees, for FY 10-11.

We have implemented a short-term agreement for the Wahoo’s Fish Taco space for the remainder of the fiscal year. A longer term agreement will be made once we can determine fair compensation based upon revenue generated in the space.
Campus Clean-Up Day is coming up on April 21st and everyone can participate. Participants will receive a free lunch and t-shirt. Celebrate CSUB! is also coming up on April 24th and there are approximately 27 vendor tables planned for Runner Park.

Laura met with a Safe 1 representative recently to discuss renovations to the Safe 1 space currently being occupied by ASi staff. We are getting a quote on removing the safe and other pieces to take the space back to its shell. We are also working with ASi on coordinating the removal of Safe 1 pieces and their desired renovations to minimize the amount of time the office is unusable. We are aiming for completion this summer.

Emily Poole mentioned that the Art Gallery project is moving forward. The gallery will be held in May and a committee will be able to choose the art pieces to be displayed in the Student Union. The selection committee will consist of art league members and Student Union building tenants.

XIII. PUBLIC COMMENT
Mark Harriman gave an SRC update. On average, there are about 670 visitors to the SRC per weekday. In addition, there are approximately 250 students participating in intramural sports. Table tennis tables and pink workout towels were recently purchased. The SRC now has rental lockers for guests and a lunch pass membership. A plan is still being developed for the front lobby space.

Mike Neal was curious about the success of Wahoo’s Fish Taco. Stephen Muchinyi had the opinion that the food is too expensive. Dr. John Hultsman stated that Aramark is working on this issue. Mildred Tabajonda mentioned that she is also working with Aramark and Wahoo’s on specials and giveaways to attract customers because the franchise does not offer discounts. Parking is also an issue for off-campus guests. Dr. Hultsman mentioned that Wahoo’s Fish Taco placed an ad in the Bakersfield Californian recently offering a free meal with coupon.

Stephen Muchinyi gave an ASi update. Six ASi members will be attending the California Higher Education Student Summit (C.H.E.S.S.) to be held April 24th – 26th in Sacramento. Open Mic night will be held tomorrow from 6:00 to 9:00pm in Wahoo’s Fish Taco and will include karaoke. The programming committee is planning a Spring Fling to be held in an outdoor location on campus, details to follow. The Jazz Festival will be free to students this year due to an allocation of $10,000 of ASi funds to the program. A resolution was passed that requires the ASi President to release the goals of the organization at the start of the school year and then do a follow-up at mid-year via email. A second resolution passed to amend the ASi reserve policy so that 80% of funds left from a previous year will be available the following year. The ASi Executive Director search is well underway and interviews will be conducted through May. ASi office elections are coming up and students may apply as of April 23rd. Zandre Azogue added that there are a few changes to the elections this year. You may no longer write in the name of a candidate on the ballot and the election coordinator will need to be someone who will not be a part of ASi, either as a student member or office staff. Stephen finished the update with a comment on the Instructionally Related Activity (IRA) committee. The IRA Committee has $57,000 available.

XIV. ANNOUNCEMENTS

XV. ADJOURNMENT
Meeting adjourned at 12:17 p.m. 1st – Stephen Muchinyi, 2nd – Kevin Hofferd

Respectfully submitted by Rebecca Nosaka

Francisco Millan, Chair     Rebecca Nosaka, Secretary