

OTTER STUDENT UNION AT CSU MONTEREY BAY
ANNUAL BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING MINUTES
WEDNESDAY, DECEMBER 01, 2021
6:00 PM - 7:00 PM
VIA ZOOM

I. CALL TO ORDER

Time: 6:02pm

II. ROLL CALL

Board Directors

- a. Hamza Saleem, Chair, present
- b. Avalon Surrat, Vice-Chair, present
- c. Andres Mena, Treasurer, present
- d. Smokey Heisey, Secretary, present
- e. Jesus Floriano-Ramirez, absent
- f. Jiya Day, present
- g. Lesly Rocha, present
- h. Nicole Hollingsworth, Alumni, absent
- i. Dr. Babita Gupta, faculty, present
- j. Community Representative, n/a
- k. Dr. John Fraire, VP of Student Affairs, present
- l. Jeff Rensel, OSU Director, present

III. APPROVAL OF AGENDA 12.01.21

Hamza moves to amend agenda
Andres Mena seconds
Motion passes 6-8-0

IV. APPROVAL OF MINUTES FROM 11.03.21

Babita moves to approve minutes
Lesly seconds
Motion passes 7-7-0

VI. OSU UPDATES

- i. Officer Reviews (Hamza)
Hamza announces that the self-evaluation for officers will be sent out within the next week. The outcomes will be discussed in a separate session.

Babita inquires about the criteria for compensation. Hamza says that there will be a count of how many events the board member has attended and the amount of effort that they have given.

ii. Spring Semester Insights (Hamza)

Hamza explains that the next meeting will start the first week of February and continue on the first week until June. In-person participation will be encouraged but ultimately a democratic vote will decide upon whether virtual meetings will take more precedence. Babita advocates for virtual options for those concerned with new COVID-19 variant that is present in the state of California.

iii. Officer vacancy (Hamza)

Hamza announces that Smokey will be stepping down from the secretary position. All of the duties will be transferred to the Vice Chair Avalon with the assistance of Diana Ballesteros. The opportunity will be made available to new applicants.

Smokey thanks the board for the opportunity and explains the reason for the new vacancy.

iv. Special meeting (Hamza)

Hamza explains that a third-party will be reviewing the evaluation forms of the executive officers and results will be delivered privately. Dr. John Fraire prompts for clarification of process. Form is shared. Dr. John Fraire further explains the breakdown of the stipend. Vania Silveira gives figures. Discussion ensues.

6:24pm Hamza continues by paraphrasing an article in the bylaw that mentions compensation. Acknowledgment that details are lacking. Vânia states that the amounts are listed only on contract due to the need for the adjustments.

Babita suggests a revision of the compensation article in the bylaws, to enhance clarity. Andres Mena recalls first meeting where we talked about the business expenses involved in BOD positions, and asks for clarity of what can be reimbursed.

Vânia Silveira mentions receipts and explains that more information will be made available.

6:33pm Hamza announces that there will be more communication moving forward between the board members once bi-weekly meetings are established.

Floor is opened for further questions/comments.

VII. OC3 UPDATES

i. Updates from the OC3 from Javier and Victoria

Victoria delivers updates from the OC3, including the recent Social Justice Dialogues, monthly Money Moves (which focused on how credit is racist). Victoria announces Native American events that were presented for the month of November by the OC3. Affinity graduations are being planned by a committee.

VII. ANNOUNCEMENTS

i. Jeff Rensel delivers additional updates. The OSU is interested in gathering input about food services that are provided to the OSU. Additionally, he explains plans to continuously update operational policies to ensure healthy and safe events. The winter semester hours for OSU will be posted soon.

Dr. John Fraire asks about incentives for participation in food service survey and Jeff Rensel mentions that it is a possibility.

6:41pm Andres Mena gives an update from the auxiliary audit committee. The reports regarding the reports from the OSU came back positive and there were no necessary adjustments.

6:43pm Lesly Rocha asks if it is possible to rent the ballroom out for future events, and Ballesteros advises that any student organization that is interested can inquire through the MyRaft application. Lesly Rocha poses an additional question regarding whether or not the events could be catered and Diana explains that there is an approval process necessary but there are options available. Emily Urrutia and Diana Ballesteros will be available to provide additional information upon request.

6:45pm Hamza asks if there are any additional statements or questions. Dr. Babita Gupta asks if the meeting will be scheduled during the break time of the Professors.

6:46pm Avalon Surratt announces that Associated Students will be having a Town Hall, 12/2/2021 at 4pm and students are welcome to attend and bring concerns.

VIII. ADJOURN

Babita Gupta motions to adjourn the meeting
Meeting adjourned at 6:47pm

*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.

In compliance with the American with Disabilities Act (ADA) of 1990 (42 U.S.C. Sec. 12132), if individuals need special assistance to access the OSU Board of Directors Meeting location or otherwise participate in the meeting, including auxiliary aids or services, please contact the Secretary at secretary@otterstudentunion.org. Notification at least forty-eight (48) hours prior to the meeting will enable the OSU Board of Directors to make reasonable arrangements to ensure accessibility to the meeting.

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.

OTTER STUDENT UNION AT CSU MONTEREY BAY

**BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING
WEDNESDAY OCTOBER 06, 2021**

**6:00 PM - 7:00 PM
VIA ZOOM MEETING**

List of Attachments

1. **MINUTES FROM 11.03.2021**

OTTER STUDENT UNION AT CSU MONTEREY BAY
ANNUAL BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING AGENDA
WEDNESDAY, NOVEMBER 03, 2021
6:00 PM - 7:00 PM
VIA ZOOM

I. CALL TO ORDER

Time: 6:01

II. ROLL CALL

Board Directors

- a. Hamza Saleem, Chair, present
- b. Avalon Surrat, Vice-Chair, absent
- c. Andres Mena, Treasurer, present
- d. Smokey Heisey, Secretary, present
- e. Jesus Floriano-Ramirez, absent
- f. Jiya Day, present
- g. Lesly Rocha, present
- h. Nicole Hollingsworth, Alumni, excused
- i. Dr. Babita Gupta, faculty, present
- j. Community Representative, n/a
- k. Dr. John Fraire, VP of Student Affairs, present
- l. Jeff Rensel, OSU Director, present

III. APPROVAL OF AGENDA 11.03.21

Dr. Babita Gupta moves to approve agenda
Lesly Rocha seconds
Motion passes 8-0-0

IV. APPROVAL OF MINUTES FROM 10.06.21

Lesly Rocha moves to approve minutes
Andres Mena seconds
Motion passes 8-0-0

VI. OSU UPDATES

- i. Introducing new OSU Director, Jeff Rensel
Diana Ballesteros introduces the new OSU Director, who will oversee the purpose, the mission, and the why of the union

ii. Introducing new Operations Specialist, Emily Urrutia (Diana Ballesteros)

Diana introduces Emily Urrutia who will be overseeing student organizations and meetings at the OSU

iii. Announcements from OSU Director

Jeff Rensel thanks everyone for the welcome and is looking forward to the position and explains his experience so far here at CSUMB. Discussion continues about the future plans for the facility and all the opportunities that our organization is poised to bring to the Community. Setting the tone for a great experience. Jeff Rensel opens the floor to questions.

Dr. John Fraire speaks on Jeff Rensel being a great fit for this position.

Diana Ballesteros gives additional updates from the OSU and highlights the social media success metrics (45,000 views) for the team and the great turn-outs of this semester's events so far.

Karina Alvarez, Marketing Director explains more about social media engagement from Mini Monte campaign, which is attracting attention from students and prospective students/youth in the community, alike.

Dr. Babita Gupta prompts discussion on student engagement. Jeff Rensel emphasizes the cultivation of togetherness and the inclusive events that are taking place on campus. Jeff Rensel highlights the efforts of the OSU staff and faculty, and is planning to continue promoting cross-collaboration among departments, clubs, and majors. Anticipating more in-person interaction in the upcoming Spring 2022 semester.

VII. OC3 UPDATES

i. Updates from the OC3 from Javier and Victoria

Hamza passes the mic to Victoria Gomez who announces the attendance of Werk Witch (234 attendees), photo album from the event shared in chat

VII. ANNOUNCEMENTS

i. Bi-weekly meetings, availability poll

Hamza announces future plans to have bi-weekly meetings for the OSU Executive Board to promote more communication.

VIII. ADJOURN

Dr. Babita Gupta motions to adjourn the meeting
Meeting adjourned at 6:23pm