

OTTER STUDENT UNION AT CSU MONTEREY BAY
ANNUAL BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING MINUTES
WEDNESDAY, MARCH 2, 2022
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, absent
- g. Lesly Rocha, present
- h. Nicole Hollingsworth, Alumni, present
- 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. AMEND OF AGENDA 03.02.22

Jeff Rensel motions to add meditation room updates to agenda

M/S Jeff Rensel/Babita Gupta

Motion passes 9-0-0

IV. APPROVAL OF MINUTES FROM 02.02.22

M/S, Jeff Rensel/Lesly Rocha

Motion passes 9-0-0

V. Bylaws Update

M/S, Hamza Saleem/Babita Gupta

Motion passes 9-0-0

VI. OSU UPDATES

i. Community Member appointment - Jeff Rensel, OSU Director

OSU is working to appoint a community member. The first offer was declined. There are hopes to potentially invite another candidate to the next meeting.

ii. OSU Guidelines & Procedures update presentation - Diana Ballesteros, OSU Associate Director

OSU has updated its procedures and operation guidelines after first full semester of operations. Detailed slides available on OSU website. Presentation of new pricing guidelines and room marketing materials designed by Karina Alvarez.

iii. Board of Directors Selection Committee - Jeff Rensel, OSU Director

There is current outreach to create a committee of graduating board members that will help onboard new board members. Hamza Saleem and Avalon Surratt agree to join Jeff Rensel on this committee.

Jeff Rensel motions to approve committee

M/S, Jeff Rensel/Babita Gupta

Motion passes 9-0-0

iv. Meditation Room - Jeff Rensel, OSU Director

Several updates and improvements are being considered for the meditation room: directional graphics (North, South, East, West) and word cloud wall graphics. Requests for feedback from the board:

Avalon Surratt inquires about student interest in painting murals on walls and the feasibility. Babita Gupta comments she likes the simplicity of keeping the walls calm and not crowded. Hamza Saleem inquires about how students will use the room. Diana explains the booking process. Lesly Rocha agrees with Babita Gupta and suggests limiting distractions.

VII. OC3 UPDATES

i. Updates from the OC3

Rudy Medina, the new director for the OC3 shares updates and includes the link to the International Womxn's Day event happening at the OC3 on March 7th, as well as the application for the 2022 CSUMB Affinity Graduation Celebration Ceremonies.

VII. ANNOUNCEMENTS

i. Hamza Saleem announces that adjustments have been made by Jeff Rensel to the OSU Board Application and that board members are encouraged to share and invite students to apply for fall positions.

VIII. ADJOURN

Avalon motions to adjourn the meeting
Meeting adjourned at 6:34pm

*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 MARCH 2, 2021**

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

List of Attachments

1. **MINUTES FROM 2.02.2022**

OTTER STUDENT UNION AT CSU MONTEREY BAY
ANNUAL BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING MINUTES
Wednesday, February 02, 2022
6:00 PM - 7:00 PM
VIA ZOOM

I. CALL TO ORDER

Time: 6:03pm

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 02.02.22

Avalon moves to approve agenda
Jeff seconds
Motion passes 8-0-0

IV. APPROVAL OF MINUTES FROM 12.01.21

Babita moves to approve minutes
Jeff seconds
Motion passes 8-0-0

VI. APPROVAL OF MINUTES FROM 1.05.22 (SPECIAL MEETING)

Andres moves to approve minutes
John seconds
Motion passes 7-1-0

VII. OSU UPDATES

i. COVID-19 Update

Hamza updates the board that for the time being, meetings will still be held virtually until more decisions are made about moving meetings back to in-person format. Jeff explains further that the board will continue to monitor the situation and move back to in-person meetings, all precautions will be taken in consideration with state, federal, and University regulations. Babita suggests that the board continue to hold hybrid meetings. Updates will be given once the situation is re-evaluated.

ii. Board Recruitment

Jeff explains that the current board will serve until June 2022, and the board will begin building the onboarding program for new board members. Next meeting will go more in-depth about how the process will be managed. It is of interest to allow adequate time to train the incoming board members for July, when their term begins. Hamza encourages current board members to reapply.

VIII. OC3 UPDATES

i. Updates from the OC3 from Javier and Victoria

Victoria updates that the OSU center was open for winter break and now that the semester has started again, students are gathering again. OC3 is currently celebrating the Lunar New Year and preparing for various activities to honor Black History/Heritage Month.

VIII. ANNOUNCEMENTS

- i. Jeff Rensel:** OSU Open House was a success, all OSU partners participated and there was a lot of good engagement. We had approximately 200-250 participants in the Open House. The OSU has been working on updating OSU Guideline updates and would like to share information at the next board meeting for discussion and input.

In addition, the OSU requires all members of the board to complete a Related Party Questionnaire and Conflict of Interest form. Board members will receive a communication about completing this form and will be expected to return the signed form so that we can keep it on file.

- ii. John Fraire** announces new hire, Director for OC3.

- iii. Babita:** Inquires about requesting feedback from students to help improve satisfaction on campus and involvement of the board. Jeff announces that the OSU will be enhancing the meditation room, looking forward to hearing feedback on those improvements.

iv. Hamza announces that Smokey will be staying with the board for the remainder of the semester.

vi. Andres asks if the OSU has any say in how food services are provided on campus. Jeff explains that a food service committee has been formed this semester. The function of the committee is to include student perspectives, address concerns, and improve operations on campus. Andres explains that he has received questions about reasonings for meal exchange policies and hours of operation.

vii. Babita inquires about the leadership training for board members that was mentioned in the previous meeting. John explains that the board members receive training at the beginning of the semester and asks Babita for further clarification. Babita would like to see opportunities for students to grow even more. More discussion continues between John, Jeff, and Babita about increased communication and development opportunities. Jeff explains that John, Jeff, and Diana have joined the OSU in the past year and are looking forward to bringing their previous board experience to further develop processes. Hamza confirms that now that major vacancies have been filled, there will be better ability to invest resources in training.

vii. Updates regarding future in-person meetings for this semester will be given as soon as there is more information.

IX. ADJOURN

John Fraire motions to adjourn the meeting
Meeting adjourned at 6:30pm