



**STUDENT UNION BOARD OF DIRECTORS
EMERGENCY MEETING
MEETING MINUTES**

**March 17, 2020 at 3:00 PM
Student Union Meeting Room 6 and by Zoom Video Conference**

Voting Members Present: Antonio Bustamante*, Sonja Daniels*, Charlie Faas*, Cynthia Fernandez-Rios*, James Naung*, Branden Parent*, Yissel Reyna*, Jeanne Trang*, Emily Wughalter*

Voting Members Absent: Nicholas Ayala, Ellen Middaugh

Non-Voting Members Present: Tamsen Burke^

Guests: Amy Guerra-Smith^, David Alves^, Terry Gregory*, Jerry Darrell^, Caryn Collopy*, Debbie Gairaud^, Kristine Kirkendall*, Jon Fleming*, Dominic Ackerman*, Kevin Kish^

*Attended the meeting by Zoom Conference.

^Attended the meeting in person.

I. CALL TO ORDER

Cynthia Fernandez-Rios called the March 17, 2020 Emergency Student Union Board of Directors Meeting to order at 3:03pm.

II. ROLL CALL

Cynthia Fernandez-Rios asked Amy Guerra-Smith to do a roll call. Amy Guerra-Smith suggested that we do a verbal roll call. A verbal roll call was done.

III. APPROVAL OF AGENDA FOR MARCH 17, 2020 EMERGENCY MEETING

Cynthia Fernandez-Rios asked for any changes needed to the March 17, 2020 Emergency Meeting Agenda. Seeing no changes needed, Ms. Fernandez-Rios asked for a motion to approve the agenda as presented.

Jeanne Trang moved to approve the March 17, 2020 Emergency Meeting Agenda as presented.

James Naung seconded the motion.

VOTE ON THE MOTION:

8-0-0

MOTION PASSED.

IV. PUBLIC FORUM

No one was present for public forum.

V. AGENDA ITEMS

A. Approval of an Emergency Administrative Leave Practice or Approval of an Unemployment Augmentation Salary Plan

Tamsen Burke informed the Board members that the Student Union made the decision to close the Event Center and the SRAC and two thirds of the Student Union facility noting that the one third of the Student Union that is open for dining services and the food pantry.

Ms. Burke noted that the Student Union has implemented a telecommuting agreement with all the full-time staff that was reviewed by the attorney.

Currently we have essential staff present who are mostly the leadership team members, Accounting accounts payable and the Human Resources director as well as essential staff to operate the one third of the Student Union facility that remains open.

Ms. Burke noted that President Papazian's notes that the University paid administrative leave, but that leave does not apply to auxiliary employees. Ms. Burke noted that the Student Union, Inc. does not have an administrative leave policy in place. Tamsen Burke noted that the Student Union Leadership team has discussed the administrative leave policy for the Student Union full-time staff, noting that the Student Union would like to mirror the University's deadline of April 7, 2020 to execute an administrative leave policy or continue with the telecommuting process for those employees that do not fall into the "essential" category based on their work. Ms. Burke presented the details of the three options to the Board Members. Noting that there is a potential of 56 people will be continued to be paid under the telecommuting at \$143,500 for three weeks (until April 7, 2020), with these employees continuing to accrue vacation and sick leave time.

The Student Union is asking the Board of Directors for guidance to considering approving a 30-day, 60-day, or 90-day leave policy, noting that there are a possible 23 employees, based on the initial manager's assessments, that would be considered non-essential employees and be placed in the administrative leave category, continuing to accrue vacation and sick time, at an expense of \$22,000 per week.

The third option if a 90-day duration is selected, and we are still under the shelter in place order past the 90-day duration, we would move on to the unemployment insurance (60%) package for our employees and would the Board consider augmenting the salaries which is about 40%?

The Board Members asked several questions about supporting the student employees. Ms. Burke noted that the Student Union is still investigating what other Universities and CSU campuses and auxiliaries are doing to support their student employees.

The Board Members requested to get a series of proposals to review and understand the financial implications of a 30-day, 60-day, and 90-day administrative leave for approval, as well as, get more information about the impact to supporting student employees.

The Board of Directors agreed to table the approval item until the next meeting.

VI. MEETING ADJOURNMENT

Cynthia Fernandez-Rios noted that the **March 17, 2020 Emergency Student Union Board of Directors Meeting adjourned at 3:36pm by unanimous consensus.**