

**STUDENT UNION BOARD OF DIRECTORS  
FINANCE COMMITTEE MEETING  
Meeting Minutes  
March 8, 2022  
4:00 PM**

**This is a hybrid meeting.**

**In-person: Student Union Inc. Building, Conference Room 6  
Telecommute meeting by Zoom Video Conference.**

*This meeting was facilitated in person and through an online Zoom format.*

**Voting Members Present:** Charlie Faas, Peter Lee, Aarushi Sharma, Soumya Trivedi  
**Voting Members Absent:** Kathryn Blackmer Reyes, Dr. Sonja G. Daniels  
**Updated Attendance:** Dr. Sonja G. Daniels was updated to present at 4:05 PM  
Peter Lee was updated to absent at 4:31 PM  
**Non-Voting Members Present:** Tamsen Burke, Ryan Fetzer, Timothy Banks

---

**I. CALL TO ORDER**

Director Sharma called the meeting to order at 4:02 p.m.

**II. ROLL CALL**

Director Sharma asked Kelly Goldsmith to take roll. Kelly Goldsmith completed a verbal roll call.

**III. APPROVAL OF MARCH 8, 2022 MEETING AGENDA**

Director Sharma asked for a motion to approve the agenda.

**Director Trivedi motioned to approve the March 8, 2022 agenda; Director Lee seconded the motion.**

**Vote on the Motion: 4-0-0 Motion Passed**

**IV. APPROVAL OF FEBRUARY 18, 2022 MEETING MINUTES**

Director Sharma asked for a motion to approve the minutes.

**Director Trivedi motioned to approve the February 18, 2021 meeting minutes as presented; Director Faas seconded the motion.**

**Vote on the Motion: 4-0-0 Motion Passed**

**V. DISCUSSION/ACTION ITEMS**

**A. Review and Approve Student Union Public Relations Policy**

Ms. Burke explained as part of the Operating Agreement, the Public Relations Policy is one of three documents that need to be included with the agreement. Policies from other CSU's auxiliaries were reviewed to develop this document. She briefly discussed the sections that are included in the policy and also the statement at the end of the policy. Ms. Burke explained the statement was added because the Student Union (SU) does not accumulate or utilize funds for public relations, nor are we expecting to in the foreseeable future.

A recommendation was made by the committee to bold and italicize the statement and change the effective date to the date the board of directors approves the policy.

Director Sharma asked for a motion to approve the Student Union Public Relations Policy with the recommended changes.

**Director Trivedi motioned to approve the Public Relations Policy with the recommendations; Director Daniels seconded the motion.**

**Vote on the Motion: 5-0-0 Motion Passed**

## VI. DISCUSSION ITEMS

### A. Fee Proposal: 2022-23 Campus Mandatory Fees

Director Faas explained a memo is sent every year and includes the fees from the previous year and fees for the next year. Campus mandatory fee levels are adjusted annually for the Common fund Higher Education Price Index (HEPI). This is an inflation index which tracks the main cost drivers in higher education. All fees have increased except for the student health fees. SU fees will increase from \$381.00 per semester to \$391.50 per semester. Due to the pandemic, student fees have not increased over the past two years. Director Faas explained the SU fee is multiplied by the number of students and that amount is held in a trust on the university side. From the trust account the debt service is paid and then funding is provided for the SU budget.

Ms. Burke noted that the Student Union summer fee will also increase from \$254.00 to \$261.00.

### B. Additional SSETF Funding for Intramural Sports and Club Sports Based on Increased Operating Expenses

Ms. Burke spoke with Patrick Day, VP, Student Affairs, and Dr. Sonja G. Daniels, AVP, Campus Life, regarding the need for more funding for club sports and intramural programs due to increased costs and expenses. When there is an opportunity, it is important to try and offset operational expenses to minimize out-of-pocket expenses for students. Proposals are being accepted for 2022-2023. Ms. Burke is working with Ryan Fetzer, Director of SRAC, on a proposal which will include supervision costs and expenses around utilities for the new field. Supervision costs are the largest expense incurred by club sports.

Director Daniels recommended including in the proposal the impact on students, impact on campus life and engagement, and sense of belonging, for students who participate in club sports and intramural programs.

### C. FY 20-21 Budget

*Correction: the title of this agenda item should be, FY 21-22 budget.*

The Finance Committee approved the budget for fiscal year 21-22. Ms. Burke explained some of the expenses in the Operating Agreement will affect the FY 21-22 budget so once the Operating Agreement is signed, the budget will be brought back to the Board of Directors for approval. Negotiations on the Operating Agreement are continuing with the university.

Director Sharma asked if there were any announcements from the committee.

Ms. Burke asked for a moment of silence for the passing for Brian Bates, former SJSU employee.

## VII. MEETING ADJOURNMENT

Director Sharma asked for a motion to adjourn the meeting.

**Director Daniels motioned to adjourn the meeting: Director Trivedi seconded.**

**Vote on the Motion: 4-0-0 Motion Passed**

**Meeting adjourned at 4:34 p.m.**

The Student Union Board of Directors is a public body, and members of the public have a right to attend and participate in its meetings. This schedule is established as a best approximation of how long each scheduled meeting will take to complete its business. Depending on the length of the discussions, which are not possible to predict with precision in advance, the scheduled meeting times indicated may vary widely. The public is advised to take this uncertainty into account in planning to attend any meeting listed on this schedule.