

STUDENT UNION, INC. BOARD OF DIRECTORS

Meeting Minutes

December 7, 2023

3:00 PM - 4:30 PM

In-person: Student Union Building, Conference Room 6

Voting Members Present: Diego Alvarez, Emran Azimi, Kathryn Blackmer Reyes, Sara Bonakdar (BOD Designee), Dr. Sonja G. Daniels, Justin Duong, Emina Maslic, Logan Meline, Sarab Multani, Krishna Sai Mangalarapu

Voting Members Absent: Andrea Cabrera-Sanchez, Jeet Parekh, Karthika Sasikumar

Updated Attendance: Andrea Cabrera-Sanchez was updated to present at 3:06 PM
Karthika Sasikumar was updated to present at 3:05 PM
Sarab Multani was updated to absent at 3:41 PM
Emina Maslic was updated to absent at 4:09 PM

Non-Voting Member Present: Tamsen Burke, Jayesh Tarachandani (Board Member Trainee), Aditya Vishwakarma (Board Member Trainee)

I. CALL TO ORDER

Director Azimi called the meeting to order at 3:02 p.m

II. ROLL CALL

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

III. APPROVAL OF DECEMBER 7, 2023 AGENDA

Director Azimi asked for any changes to the agenda.

Request to add an item to Discussion/Action to approve the student board of director candidates as recommended by the Personnel Committee.

Director Azimi asked for a motion to approve the agenda with the change.

Director Meline motioned to approve the agenda with the recommended change; Director Multani seconded the motion.

Vote on the Motion:

10-0-0

Motion Passed

Abstain: Director Duong

IV. APPROVAL OF NOVEMBER 9, 2023 REGULAR MEETING MINUTES

Director Azimi asked for any changes to the minutes.

Director Azimi asked for a motion to approve the minutes.

Director Duong motioned to approve the minutes; Director Multani seconded the motion.

Vote on the Motion:

10-0-0

Motion Passed

V. PUBLIC FORUM

No public comments.

VI. DISCUSSION/ACTION

A. Approve Resignation of Student Board of Directors Effective 12.22.2023

Director Azimi asked for a motion to approve the resignation of Diego Alvarez and Emina Maslic, effective 12.20.2023.

Director Duong motioned to approve the resignation of Diego Alvarez and Emina Maslic, effective 12.20.2023; Director Azimi seconded the motion.

Vote on the Motion: 11-0-0 Motion Passed

B. Approve Appointment of Board of Directors Trainees to Vacant Student Board of Director Positions Effective 12.20.2023

Director Azimi asked for a motion to approve the appointment of Aniya Dogra, Jayeesh Tarachandani, and Aditya Vishwakarma, to the vacant board of director positions.

Director Duong motioned to approve the appointment of Aniya Dogra, Jayeesh Tarachandani, Aditya Vishwakarma to the new board of directors positions; Director Daniels seconded the motion.

Vote on the Motion: 11-0-0 Motion Passed

C. Selection and Approval of the Student Union Board of Directors Chair and Vice-Chair Effective 12.22.2023

Director Azimi asked for nominations for Chair.

Director Azimi nominated himself for Chair.

Director Cabrera-Sanchez nominated himself as Chair.

Director Meline nominated Director Duong. Director Duong declined the nomination.

Director Cabrera-Sanchez and Director Azimi spoke briefly about why they wanted to serve as Chair.

Director Duong motioned to approve the nomination of Director Cabrera-Sanchez as Chair of the Board of Directors effective 12.20.2023; Director Multani seconded the motion.

Vote on the Motion: 12-0-0 Motion Passed.

Director Azimi will continue as the Vice Chair of the board so no vote was needed for the Vice Chair.

D. Approve Student Union Board of Directors Chair on the Executive Director's Expenses and Board of Directors Vice Chair as Designee Effective 12.22.2023

The Board Chair will be the second signature on any of the Executive Director's expenses and the Vice Chair will be the Designee.

Director Azimi asked for a motion.

Director Meline motioned to approve the Board of Directors Chair on the Executive Director's expenses and Board of Directors Vice Chair as Designee; Director Azimi seconded the motion.

Vote on the Motion: 12-0-0 Motion Passed

E. Approve the 2024 Student Union Holiday Calendar

The Student Union holiday calendar copies the University's holiday calendar.

Director Azimi asked for a motion.

**Director Alvarez motioned to approve the 2024 Student Union Holiday Calendar;
Director Azimi seconded the motion.**

Vote on the Motion: 12-0-0 Motion Passed

F. Approve the 2024 Student Union Payroll Calendar

Director Azimi asked for a motion.

**Director Cabrera-Sanchez motioned to approve the 2024 Student Union Payroll
Calendar; Director Azimi seconded the motion.**

Vote on the Motion: 12-0-0 Motion Passed

G. Approve Student Board of Director Candidate Recommendations

This topic was added during the approval of the agenda.

The Personnel Committee recommended Sahib Johal and Ishan Sikka for the two board positions that will be vacant due to the resignation of two board members. The positions will be effective December 20, 2023.

Director Azimi asked for a motion.

**Director Cabrera-Sanchez motioned to approve the 2024 Student Union Payroll
Calendar; Director Azimi seconded the motion.**

Vote on the Motion: 11-0-1 Motion Passed

Abstain: Director Duong

VII. DISCUSSION

A. Review ONEIT MOU - First Read

The Memorandum of Understanding (MOU) for IT has been worked on for a year and is being presented for review and consideration of the Board. This is considered a shared service and the transfer of service under the Operating Agreement. It was requested that the current shared-service model would be reviewed. IT Services will be managed by SJSU OneIT, with this MOU and the IT assets for the Student Union will remain assets of the Student Union. This MOU does not include AV Services and its equipment and resources. The Student Union will not be a part of the University's Refresh program. Along with two current IT staff members, an additional vacant position, and two student assistants will be transferred over to the University but will remain in and serve the Student Union. A concern was brought up regarding the priority of problems and their resolution time. Page fifteen was referenced in the ONEIT MOU document regarding these issues. The ONEIT MOU will be reviewed again at a later date.

B. 2024-2025 Budget Assumptions- First Read

Mr. Alves and Mr. Lawrence met with Charlie Faas, Vice President of Finance, and Patrick Day, Vice President of Student Affairs, to present the initial set of budget assumptions. A request was made to gather input from the Board on additional programs and events for the next budget cycle. The Board provided input on items they would like to see enhanced such as the Esports program and to consider adding a second concert specifically for student performers.

VIII. EXECUTIVE DIRECTOR REPORT

Ms. Burke left the meeting early to meet with the VPSA. Mr. Banks presented the Executive Director's report on behalf of Ms. Burke.

A moment of silence was given for the UNLV shooting on December 7, 2023. Thanks were given to Mr. Alves, Mr. Lawrence, and the Leadership Team for the work they have done this past semester in her absence. There is continued work in terms of support for the Paseo for those students and users who use the Paseo. Student Union and SRAC hours will be shortened due to the winter break. Some adjustments will begin Friday, December 15, 2023. Following commencement, the Student Union will move to break hours closing at 5 PM Monday through Friday and SRAC will close at 7 PM beginning the 15th. On Friday the 22nd SRAC will close at 5 PM and will be closed the week of Christmas leading into New Years. Regular semester hours will begin after the 24th of January. Ms. Burke will be working with the Vice President of Student Affairs office to better understand the cost allocations.

IX. COMMITTEE REPORTS**A. Audit Committee**

Director Sai Mangalarapu had no report.

B. Facilities & Programs Committee

Director Azimi had no report.

C. Finance Committee

Director Cabrera-Sanchez reported the Committee discussed the budget assumptions and the 2024-2025 budget timeline.

D. Personnel Committee

Director Meline reported the Committee had a special meeting today for interviews for the student board of director positions that will be vacant due to the resignations of two board members.

X. BOARD OF DIRECTOR ANNOUNCEMENTS

Director Azimi congratulated the new board members as well as announced he has picked up an internship and will be missing some time from the board in the summer. Director Sai Mangalarapu thanked the board for his time on the board and their constant support. Director Meline wished everyone good luck on their finals. Director Cabrera-Sanchez congratulated the graduating seniors.

XI. CLOSED SESSION**A. Personnel Matters**

The Board did not require a closed session.

XII. REPORTING OUT OF CLOSED SESSION

Closed Session was not required.

XIII. MEETING ADJOURNMENT

Director Azimi asked if there were any objections to adjourning the meeting. Hearing no objections, the meeting was adjourned at 4:26 p.m.