



OTTER STUDENT UNION AT CSU MONTEREY BAY
BOARD OF DIRECTORS
ORGANIZATIONAL AND BUSINESS MEETING MINUTES

Friday, March 1, 2024

10:00 AM - 11:15 AM

OSU Room 310 & via Zoom

<https://csumb.zoom.us/j/89363402882>

I. CALL TO ORDER

Dylan Woodbridge motions to start the meeting.

Meeting started at **10:02 AM**.

II. ROLL CALL

Board Directors:

- a. Dylan Woodbridge, Chair -Present
- b. Jianshan Chen Khalsa, Vice Chair -Present
- c. Berenice Lemus, Treasurer -Present
- d. Lesley Solano, Secretary -Present
- e. Citlaly Jauregui, Student -Absent
- f. Thomas Nigro, Student -Present
- g. Kassandra Fimbres, Student -Present
- h. Caleb Hernandez, Student -Absent
- i. Ana Ruiz, Student -Absent
- j. Muhammed Ali Ghazali, Student -Present
- k. Patterson Emesibe, Alumni Representative -Absent
- l. Babita Gupta, PhD, Faculty -Present
- m. Jenny McAdams, Community -Present
- n. Jeff Rensel, OSU Director -Present
- o. Ben Corpus, VP for EMSA -Absent

III. APPROVAL OF AGENDA 02.2.24

Dylan Woodbridge asks for approval for agenda items.

Jeff Rensel motions to approve.

All approved the motion.

The motion passes 10-0-0 at **10:04AM**.

IV. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS

(<https://csumb.edu/osu/board-directors/agendas-minutes/>)

Dylan Woodbridge asks for approval for agenda items.

D. Committee Updates

Lesley Solano Presents

- a. Art Committee
 - i. Have begun working on a mural project for the OSU and want the board's approval on the project.
 - 1. Outreach to artists has begun, the art committee will work with the community to gather the details for this project, including the location, artwork, and final costs.
 - ii. Multiple projects are in the works
 - 1. Murals
 - a. Connecting with local organizations and individual artists
 - 2. Student Art requests: <https://forms.gle/2MMMhidP5bVrhb9z9>
 - 3. Bringing Alumni to work on a project
 - 4. Projects in collaboration with campus tours / enrollment
 - iii. Location Ideas:
 - 1. Wall outside OSU Ballroom and Reception area.
 - 2. Stairs near Starbucks
 - 3. Suggestion to add plants around those areas to make the environment more vivid as well.

10:34AM

Berenice Lemus Presents

- b. Budget & Audit Committee
 - i. Budget Review
 - 1. Student Union Fee allocation for the academic year is \$996,000 surplus transfer which is 3.5% decrease from last year.
 - ii. Audit committee meeting on Thursday, February 22, 2024 was canceled, haven't heard about rescheduling. Next meeting TBD.
 - iii. Budget Committee meeting to be scheduled near the end of March.

10:35AM

Jeff Rensel Presents

- c. Elections Committee
 - i. Outreach and promotion efforts have officially begun 3/1/24.
 - ii. The [application](#) for the 24/25 OSU Board is now [live](#).
 - 1. Tabling efforts will also be held in the coming weeks to promote the application.
 - iii. Current timeline plans for new members to be chosen by the end of April. Afterwards, the selections will be recommended to the BOD, and the CSUMB President will appoint them around May.
 - iv. June 7th, 2024, will be the Annual OSU Board Meeting to welcome our new board members.

10:41AM

Jeff Rensel Presents

- d. Policy & Procedure Committee

- i. Recommended updates to OSU BOD Bylaws
 1. Adding the VP-EMSA to executive board meetings.
 - a. Jeff Rensel suggests that the CSUMB Vice President for Enrollment Management and Student Affairs, who is already part of the OSU Board of Directors, be added to the executive board.
 - b. The executive board feels that including them in our meetings is a better way for them to communicate with the board and what the board is working on. As well as having the VP share with us what they are working on in their position and how enrollment is affecting the board.
 - c. Dr. Gupta asked about current VP involvement and asked students about their thoughts.
 - d. Consensus from the Board during discussion that VP involvement on Exec Board would be valuable for all.
 - e. VP involvement would also help get a better understanding of current conditions of enrollment and retention issues.
 - f. Jeff also mentioned that the OSU will also be holding a survey to understand what can help build a sense of belonging for students, and what the OSU BOD can do to help.
 2. Jeff Rensel calls for a vote for approval of the new OSU BOD bylaw update to add VP EMSA to the OSU Executive Board.
Dr. Gupta motions to vote.
Jenny McAdams seconds.
All approved the motion 10-0-0 at **10:52AM**.
- ii. Recommended updates to OSU Policies
 1. Recommendation to update the language for audit procedures.
 - a. Audit committee has not been operating in a format consistent with their established structure. The audit committee of the University corporation is established, and the OSU BOD uses the same resources as the University Corporation.
 - b. Recommendation to update the language to reflect that the OSU BOD is also using the same resources as the University Corporation as they provide administrative services to the OSU.
 - c. Voting will be tabled for the next meeting.
 2. Recommendation to travel policy
 - a. CSU approved updates to the Travel and Business Expense Payments policy (PolicyStat ID 14626378) effective Jan. 1.

- b. Recommendation to update the language of the OSU Travel policy to align with CSU policy and applicable University Corporation Travel Policy.
- c. Voting will be tabled for the next meeting.

10:55AM

E. Additional Roles

Dylan Woodridge Presents

- a. AS Liaison
 - i. AS Elections are in process.
 - 1. 4:00-5:30 p.m. at the World Theater
 - ii. Discussions of transportation issues.
 - 1. Changing/adding shuttle routes, E-bikes
 - iii. A mural will be made at a CAHSS wall

10:58AM

- b. OSU Board Volunteering
 - i. Tree Planting - We will be joining the Habitat Stewardship Project for our CSUMB Campus Restoration Even.
 - 1. The Board will be signing up for March 16th, 2024
 - 2. Sign up to volunteer here: [Tree Planting Sign Up](#)
 - 3. Please fill out the sign up form, as we will also be ordering lunch for our Board members.
 - 4. All are welcome to this family friendly event! Snacks, water and tools will be provided. Bring a reusable water bottle if possible.

11:00AM

F. OSU Suggestion Box

Kassandra Fimbres Presents

The suggestion box is a small box at the front desk of the OSU where students can submit suggestions to be taken into consideration by our board.

- a. New QR code for virtual suggestion box
 - i. They have been spread around the OSU building.
 - ii. Karina Alvarez mentions that they are also linked on the OSU Instagram's bio, in their linktree.
- b. Items submitted for board discussion:
 - i. Purchase additional PlayStation games for the Rookery
 - ii. There should be added breakfast options in OSU Foragers Cove for students who cannot make it to the Dining Commons or Otter Express.
 - iii. Purchase a Piano for the building, so people can play music in the building.
 - iv. Making Otter Thursday a monthly occurrence, not weekly
 - 1. Holding one large monthly event, instead of the weekly events.
 - 2. Will be taken into consideration for next year.

11:04AM

VI. OSU UPDATES

Jeff Rensel, Otter Student Union Director Presents

- A. Otter Student Union Annual Survey
 - a. The Survey aims to asking students/staff what they enjoy in the OSU, don't enjoy, and what they would like to see improved or added to the OSU:
https://csumb.co1.qualtrics.com/jfe/form/SV_3fPRTyO3XjCJMA6
- B. Upcoming Events
 - a. Otters After Dark
 - i. Movie Night - Moana, Thursday, March 7th
 - 1. Apple airpods incentive
 - ii. Open Mic Night - Thursday, March 21st
 - iii. Otter Esports Lounge Grand Opening - Friday, April 4th
 - iv. Otterlands - Friday, April 19th
 - b. Campus Dining
 - i. March Calendar of Events is available now
- C. General updates & Announcements
 - a. In collaboration with Enrollment Management, the OSU is now home to the Campus Tour Guides under the leadership of Kaci Turpin, Director of New Student Programs.
 - i. The OSU is offering office space for Tour Guides in the Admin Office (OSU 306)
 - ii. OSU Room 208 is utilized daily for Campus Tour presentation and is now being referred to as the Otter Welcome Center.
 - iii. Enrollment Management will be providing funding for room enhancements, wall graphics, sound upgrades, and additional features in the OSU.
 - iv. Students and the CSUMB community can still utilize room 208 in the evenings.
 - b. Otter Esports Lounge
 - i. Gaming Assistants are working to install game licenses and set-up user interface
 - ii. Soft Opening is tentatively scheduled for Friday, March 22 from 3-5pm
 - iii. Grand Opening is scheduled for Friday, April 5.
 - 1. We would like to have 2-3 board members help with the planning.
 - c. The Otter Student Union has joined SeeMonterey
 - i. <https://www.seemonterey.com/listings/otter-student-union/9824/>

11:08AM

VII. OC3 UPDATES

Peter Xiong, Otter Cross Cultural Center Pro-staff Presents

- D. Upcoming Events
 - a. QTBIPOC Climbing
 - i. March 1st 4:00pm – 8:00pm
 - b. International Womxn's Day

- i. March 8th, day summit with 5 events;
 - 1. Mothxrs Brunch 10:00 am — 11:30 am (OC3 - OSU rm.301)
 - 2. Sexual Education Workshop 12:00 pm — 1:30 pm (OSU rm.310)
 - 3. Self Defense Course 1:30 pm — 2:30 pm (OSU Ballroom)
 - 4. Womxns Inclusivity Panels 3:00 pm — 4:00 pm (OSU Ballroom)
 - 5. All Gxrls Dance Party & Open Mic 7:00 pm — 10:00 pm (OSU Ballroom)
 - c. Men of Color Retreat
 - i. March 9th-10th
- E. General updates & Announcements
 - a. All Black Gala was sold out (200+).
 - b. Affinity Ceremony Committees have started.
 - c. Working on MSF funds.

11:11AM

VIII. ANNOUNCEMENTS

- A. Upcoming Events
 - a. Already announced.
- B. Congratulations to our community board member Jenny McAdams for her new role as an interim city council member for the City of Marina!
- C. CSUMB rebranding coming soon : Cal State Monterey Bay.

11:13AM

IX. ADJOURN

Dylan Woodbridge motions to adjourn the meeting.
 All approved the motion.
 Meeting adjourned at **11:14AM.**

*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.

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