



STUDENT CENTER GOVERNING BOARD
August 3, 2006

The Student Center Governing Board at San Francisco State University held a meeting on **Thursday, August 3, 2006 at 9:30 a.m. in the Delmy Rodriguez room.**

<u>Members Present</u>		<u>Members Absent</u>	
Isidro Armenta	Kit Bomar	Derek Aitken	Evelyn Hooker
Mirishae McDonald	Lily Cortez		Amrah Salomon-Johnson
Cindy Morales	Guy Dalpe		
Meredith Duke	Arline Van Ness		
Maire Fowler	Maya Whearty		
Hector Jimenez-Cardenas			
<u>Guests</u>		<u>Support Staff/Consultants/Presenters</u>	
Mario Flores	Ramsey El-Qare		
Charlie El-Qare	Patricia Castaneda		
Chris Jackson			

Recording Secretary: Rachel Damiano
Minutes Transcribed By: Aarti Shah

i. The meeting was called to order by Cortez at 9:44 a.m.

Changes to the agenda for the meeting of August 3, 2006:

- Add “3. Finance Community Membership” under “I. Chair’s Report.”
- Add “4. Chair, Community Relations Committee” under “I. Chair’s Report.”
- Add “9. OSPLD” under “IX. Committee Reports.” Add “II. ASPC University Festival.”

ii. Approval of agenda for the meeting of August 3, 2006. Approved as amended.

Changes to the minutes from the meeting of July 13, 2006:

- Change the spelling of “Guardia” to “Giardina.” Top, page2.
- Change the wording “Latino Graduation Committee” to “La Raza Graduation Committee.”
- List the nays/yays (and associated persons) to the motions.

iii. Approval of minutes from the meeting of July 13, 2006. Approved as amended.

iv. Public Comment- None

I. Chairs Report

1. Mid-year Retreat Dates

Cortez suggested that the Board members continue to consider dates for a mid-year retreat. She emphasized that she would send out an email of the potential dates.

2. AS Appointments

Cortez announced that she received a letter stating that the Associated Students Board of Directors voted unanimously in favor of replacing outgoing member **Christopher Jackson** with **Hector Jimenez Cardenas** as one of the three Associated Students Representatives of the Student Center Governing Board.

Cardenas stated that he is the Vice President of External Affairs for ASI, and former president of SKINs (Student Kouncil of Inter-tribal Nations). He expressed enthusiasm to serve on the Board.

Jackson apologized for being late and welcomed **Cardenas** as a powerful and positive leader. He stated that he had learned a lot about the Palestinian and Native American cultures while co-chairing on the Arts Committees and he thanked members of the board for allowing him that experience.

3. Finance Committee Membership

Motion to approve Derek Aitken as a new member on the Finance Committee. Moved by Fowler. Seconded by McDonald. Motion Passed unanimously.

4. Chair, Community Relations

Fowler presented the Board with a letter that stated her intent to become Chair of the Community Relations Committee. She acknowledged that there was currently a chair, but that due to lack of activity, she was disappointed in the progress of the committee. She informed the Board that **Whearty**, the current chair, had not been accessible to state whether or not she would offer her resignation. She stated that if voted onto the committee, she has a sincere intent to move the committee forward and to establish transparency to further benefit the Board.

Van Ness requested a point of information, asking if it was legal for an action item to be added.

Dalpe stated that it was out of order to add an action item as the letter was being distributed and because **Whearty** has not been given the opportunity to discuss whether she would be willing to step down.

Motion to table the discussion of “4. Chair, Community Relations” until Whearty is present at the meeting. Moved by Fowler. Seconded by Armenta. Motion passed.

V. ASPC University Festival

Flores stated that he is seeking support from the Board for the ASPC University Festival. He informed the Board that he has already met with **Dalpe** and **Kellar**, regarding the festival. He added that the theme of the festival is creating connections across campus. He stated Project connect aims to retain students in order to assist them to graduate. He noted that often students do not graduate because of lack of information on resources, and lack of role models. He indicated that the festival would invite all organizations on campus that provide resources to students. He pointed out that a collaboration between Project Connect and the Student Center has been established and the Center agreed to provide tables and chairs and in addition manning some tables. He requested an official co-sponsorship from the Center. He noted that the Bookstore and the Associated Students Performing Arts have already agreed to provide, respectively, a grand prize for a raffle event and a live band. He invited the Board to work its own table at the festival.

Van Ness asked whether ASPC were asking for funds.

Flores replied he is not seeking funds, but seeking tables, chairs and participation from the Student Center. He added that the Student Center is free to contribute to the raffle, but he is not seeking monetary resources.

McDonald expressed interest in working at a table at the festival because she felt that SCGB is not visible on campus. She pointed out that while listening to a summer orientation tour, the guide did not mention SCGB when discussing the Student Center.

Dalpe recommended that the Board participate in the festival rather than holding a separate information day.

Cortez stated that she has spoken to **Kellar** and they agreed that the festival would be an opportune event to increase the visibility of SCGB on campus.

McDonald noted that the Board should both participate in the festival and hold an information day.

Van Ness reiterated that the Board could not add this as an action item on the agenda.

Cortez inquired if anyone objected participating in event or cosponsoring with Project Connect.

No objections

Cortez announced that the Student Center would officially co-sponsor the event.

Flores thanked the Board for their support.

Whearty and Fowler exited at 10:08 a.m.

V. Closed Session

The Board entered into closed session at 10:11 a.m.

Whearty and Fowler re-entered at 10:20 a.m.

The Board returned into open session at 11:37 a.m.

i. Local 856 Negotiations

Motion to ratify the Collective Bargaining Agreement between the Cesar Chavez Student Center and International Brotherhood of teamsters Union Local 856. Moved by Armenta. Seconded by Cardenas. Motion passed unanimously.

Motion to ratify the Collective Bargaining Agreement between the Cesar Chavez Student Center and Teamsters Union Local 350. Moved by Armenta. Seconded by Duke. Motion passed unanimously.

ii. Managing Director Evaluation & Compensation

Motion to accept the Performance Rating Survey of the year 2004/2005 of the Cesar Chavez Student Center Managing Director. Moved by Armenta. Seconded by McDonald. Motion passed unanimously.

Motion to table the discussion of the Compensation for the Cesar Chavez Student Center Managing Director until the next Governing Board meeting. Moved by Armenta. Seconded by Cardenas. One abstention. Motion passed.

i. Personnel – Cesar Chavez Celebration Event

Motion to have Supervisors, Managers and Student Center Governing Board members attend Cultural Sensitivity training. Moved by McDonald. Seconded by Armenta. Motion passed unanimously.

Motion to have a third party evaluate the Cesar Chavez Celebration Event and to have Managing Director ask Mary Keller write what she gained from the workshop and how she plans to apply that to the Multicultural Event. Moved by McDonald. Seconded by Armenta. Four yays. Two nays. One abstention. Motion passed.

Motion to continue the discussion on “4. Chair, Community Relations.” Moved by Fowler. Seconded by Cardenas. Motion passed.

Motion to remove Whearty and appoint Fowler as Chair of the Community Relations Committee. Moved by Cardenas. Seconded by McDonald.

Fowler reiterated her concern about the lack of community relations committee meetings that have taken place over the last several months. She emphasized that the lack of meetings have hindered other committees, such as the Master Plan Committee's publicity efforts. She indicated that she believed if the committees were generally more active the Board would be able to make faster progress on its agenda items.

Whearty expressed disappointment that the Board members had not previously alerted her with their concern. She indicated that she had scheduled meetings for the Community relations committee for the fall. She added that during the Spring 2006 semester there was a lack of attendance from members that hindered the committee's progress. She stated that she would be willing to resign if the Board felt it to be the best solution.

Armenta recommended that the Board consider a co-chairship between Fowler and Whearty as a compromise.

McDonald asked **Whearty** for the reason she had not scheduled any summer meetings and about her future plans to improve the progress of the committee.

Whearty replied she has planned to attend other committee meetings in order to move forward with the Community Relations committee. She added that she has been occupied with summer courses, but planned to continue scheduling events for the Fall 2006 semester.

Cortez asked if **Whearty** was still a student or had graduated.

Whearty indicated she plans to graduate in December when her term expires.

Van Ness expressed concern that **Whearty** was not given adequate time to consider becoming a co-chair with Fowler. She recommended that **Whearty** be given more time before making a decision.

Bomar asked who are the members of the Community Relations Committee.

Whearty stated that many of the students have intermittent participation, but **Karen Uyenco** and **Kellar** participate as a non-voting members.

Cortez expressed frustration that the Board has not been able to communicate with **Whearty** and reminded the Board that this was not a personal attack, but an effort to conduct business effectively.

Duke asked **Whearty** if she was comfortable with a co-chairship.

Whearty stated that she would like to remain involved as a co-chair to implement the goals that she and the committee had agreed upon.

McDonald expressed frustration with an inability to reach **Whearty**. She indicated that she believes the Board members should be given the courtesy of returned phone calls and if chairs feel overwhelmed, they should ask for help.

Morales expressed concern that co-chairships often are wrought with miscommunication.

Cardenas stated that the Board chair should hold the ultimate responsibility of removing committee chairs. He emphasized that the Board should follow the proper procedures regarding the issue. He asked whether adding a co-chair results in one less member to contribute to quorum.

Dalpe stated that both chairs are recognized as a part of the committee.

Armenta expressed concern that the issue was raised in open session without prior discussion or timely notification by the members involved.

Fowler stated that the Board needed to discuss this matter urgently because many events are planned for September and it is vital that the Community Relations committee move forward.

Motion to table the discussion of “4. Chair, Community Relations” until the next Governing Board meeting. Moved by Armenta. Seconded by Van Ness. Five yays. Three nays. Motion passed.

Bomar called a point of information requesting the list of Board members who serve on the Community Relations committee.

Cortez asked **Whearty** for members.

Whearty reported that her members have been incompliant.

Cortez informed **Whearty** that it is her responsibility to know the members on her committee and suggested that she inquire who is interested in continuing to serve.

McDonald and Castaneda exited at 12:06 p.m.

III. Organization Structure – ROMC (A)

Armenta stated it was a part of the Big 11 Goals to consider the organizational structure of the Student Center. He added that there have been discussions that the ROMC director report to the Assistant Director for Program Services. He noted that those in the relevant positions have been contacted regarding this proposed change.

Motion to approve the Cesar Chavez Student Center Organization Chart to have the ROMC report to the Assistant Director for Program Services and to have all relevant staff descriptions reflect the change. Moved by Armenta. Seconded by Duke.

Van Ness expressed concern that **Dalpe** was the only staff member who would be affected by the change present at the meeting.

Armenta stated he had received positive feedback from the staff involved regarding the motion. He added that all were supportive.

Dalpe confirmed **Armenta's** statement and provided additional background as he referred to the letter of support from the Assistant Director for Program Services.

One abstention. Motion passed.

IV. Pyramid Amphitheatre Repair (A)

Dalpe informed the Board that the leak investigation report of the Pyramid Amphitheatre Repair recommended two options for the repair. He stated that the first option would remove the amphitheatre seats and repair the damage beneath the surface. He informed the Board that the cost of this option is estimated to be \$382,000. He continued that the second option would include resealing the seams along the seat and coating the seats with a sealant. He noted that the cost of this option is estimated to be \$185,000. He recommended the more expensive option because it would provide a more permanent solution with less risk of intermittent failure.

McDonald re-entered at 12:09 p.m.

Motion to approve the cost associated with Option Plan I at \$381,700.00 through the firm Allane, Buick and Bers. Moved by McDonald. Seconded by Duke.

Dalpe clarified that the firm's analysis was a rough estimate. He stated that if the Board decided to move forward, the firm would draft specification documents for the materials and methods that would be used for putting the project out to bid. **Dalpe** indicated he would consult the Board for a final determination once bids were received.

Armenta called for a point of information on a time line for approving the estimated bid.

Van Ness asked if there is a timeline that the firm must abide in order to remain within the budget.

Dalpe stated that according to the specifications the process should not take longer than five weeks and the bidding should take six to eight weeks.

Van Ness stated if the motion passes, she recommends that a progress report on the project be included at the at the October Governing Board meeting.

Motion passed.

Bomar called a point of information and inquired whether the estimations included skylight options.

Motion amended to include the approval of the Skylight Option I with the amount of \$39,475. Moved by McDonald. Seconded by Armenta. Amendment and motion passed unanimously.

V. Information Desk Renovation (A)

Motion to delay the remodel of the renovation of the Information Desk until January 1, 2007. Moved by McDonald. Seconded by Fowler.

Armenta stated that by delaying this project, the money allocated for the renovation could be used to offset the insurance costs of the student organizations. He added that the project is being sacrificed to encourage more student involvement.

McDonald stated that information in the packet states the amount the Student Center has waived for organizations.

Van Ness recommended that the Board draft an estimation of the total amount of charges associated with student events that would be waived in this effort at the 2007 reevaluation.

Dalpe replied that this could not be determined yet because it would involve the members reviewing the rules and policies for further discussion.

Fowler noted due to a large number of upcoming projects, the Board needed to prioritize its projects.

Motion passed.

VI. Accounting & Administration Office Renovation (A)

Motion to delay the renovation of the Accounting and Administrative Office until January 1, 2007. Moved by McDonald. Seconded by Armenta.

McDonald urged the Board to delay the renovations because it is not stated in the Big 11 Goals.

Motion passed.

Van Ness requested a tracking log of the dollars that have been waived in this fiscal year.

VII. Funding West Plaza Project (A)

Motion to approve the West Plaza Project and to provide funding through a loan with the Pizza & Pasta and the Taquaria at the cost of \$1,150,108.00. Moved by McDonald. Seconded by Fowler.

Motion passed.

Dalpe stated that the of the amount of the estimated total cost, the Board has already spent slightly less than \$100, 000.

VIII. Managing Directors Report

1. CSU Internal Audit Review

Dalpe stated that the internal audit presentation was successful. He indicated three items that were identified as areas of improvement:

He stated that the Games Room was not reconciling the Billiard Club members to the membership payments that are received. He added that it was recommended that the accounting staff work more closely with the games room for considering the reconciliation. The second finding noted that the Center was not coordinating with Auxiliary Business Services to reconcile the student fees received each semester to the student head count. He stated that the final observation noted that a computer purchased in 1997 was still in the Board's inventory count though it could not be located as part of the physical check.

2. Executive Order 753

Dalpe informed the Board he has not received a response to the letter sent to the Vice President of Student Affairs.

3. Academic Qualifications

Dalpe stated the Board received a letter from the Vice President of Student Affairs indicating that all student Board members but one were in compliance with the qualifications.

Van Ness asked whether the Board as a whole or the person individually would be informed as to whether the non-compliance has been cleared.

Dalpe replied that the person would be first informed first and at the next Board meeting it would be known whether the issue has been resolved or there is a vacant student position.

4. West Plaza Renovation

Dalpe referenced to the earlier discussion and the approved motion on the West Plaza Renovation has already been passed.

5. LCL Restaurant build out (Soul Food)

Dalpe informed the Board that A+D Architecture has been delayed with the re-submittal to Wildan due to a mechanical issue that needed to be resolved and vacation schedules at MCH Engineers. He added that the structural response by Degenkolb has been slower than anticipated because of a backlog on other projects. He noted that once these responses are in, the drawings would be forwarded for the respective approval stamps. He mentioned that the architects expect this to occur in early August, but cautioned that the plan check took longer than expected and put the project five weeks behind schedule. He indicated that he expects a bid package before the end of August, with bids coming by late September or early October.

6. Pyramid I Amphitheatre

Dalpe referenced to the earlier discussion and the approved motion on the Pyramid I Amphitheatre has already been passed.

V. Committee Reports-Tabled

- 1. Arts Committee – Palestinian Mural**
- 2. Arts Committee – Native Amer. Mural**
- 3. Master Plan**
 - **Major Projects**
 - **Minor Projects**
 - **Filtered Water Stations**
- 4. Vendor Services**
 - **Chair’s Report**
 - **Vendor Compliance**
- 5. Human Resources**
 - **HR Mgr Selection update**
 - **Committee Goals**
 - **Managing Director Evaluation**
- 6. Community Relations**
 - **Mural Unveiling Ceremonies**
 - **Fall Dates**
- 7. Rules**
 - **Chair’s Report**
 - **Room Reservation policy**
 - **Arts Policy**
- 8. Finance**
 - **Transparency & Accountability Plan**
 - **Additional Revenue Sources**
 - **Retirement Medical Coverage Cost**
- 9. OSPLD**

VI. Announcements

Cardanes exited at 12:36 p.m.

VII. Adjournment

The meeting was adjourned at 12:37 p.m.

Guy Dalpe, Executive Secretary

Date