



SANTOS MANUEL STUDENT UNION BOARD OF DIRECTORS
EXECUTIVE COMMITTEE MEETING
August 12, 2025 – 9:00 a.m.
ZOOM: <https://csusb.zoom.us/j/82197644964>
IN-PERSON: SMSU NORTH 3317 (SUN-3317)

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes
 - a. July 9, 2025
4. Open Forum (3 Minutes per speaker)
5. Adoption of Agenda

NEW BUSINESS

- EC 15/25 DSA Campus Spirit Graphics Initiative; Request for Exception to Policy (Action, Del Rossi)
- EC 16/25 Correction and Re-Approval of Executive Committee Meeting Minutes from June 12, 2025 (Action, Del Rossi)

Announcements

Adjournment



**SANTOS MANUEL STUDENT UNION BOARD OF DIRECTORS
EXECUTIVE COMMITTEE MEETING**

**July 9, 2025, 11:00AM
Student Chambers, SUN-3305**

MINUTES

- Members Present:** Anjali, Vilayat Del Rossi, Sophia Garcia, Jose Hernandez, Jocelyn Paz
- Members Absent:** All members present.
- Staff Present:** Monica Baeza, Jasmine Bustillos, Jared Fisk, Gilbert Jacobs, Elizabeth Junker, Sean Kinnally, Lorena Marquez, Maria Elena Nejara-Neri, Jennifer Puccinelli, Katie Wallen.
- Guests Present:** None
- Call to Order:** The meeting was called to order at 11:10pm.
- Roll Call:** A verbal roll call for members was conducted. Quorum was met.
- Approval of Minutes:** M/S Paz/Garcia motion to approve Executive Committee Minutes from May 23, 2025 and June 12, 2025.
Motion passed.
- Open Forum:** There were no comments.
- Adoption of Agenda:** M/S Del Rossi/Garcia motion to open and strike EC 14/25 from the agenda.
Motion passed.
- M/S Paz/Garcia motion to approve amended agenda.
Motion passed.

OLD BUSINESS:

There was no old business to discuss.

NEW BUSINESS:

EC 11/25 Student Recreation & Wellness Center Commercial Replacement of Washing Machines by Uni Mac, Chartfield 660876-RO001-S7100, Not to Exceed \$32,606.18 (Action, Kinnally)

M/S Del Rossi/Paz motion to open EC 11/25 Student Recreation & Wellness Center Commercial Replacement of Washing Machines by Uni Mac, Chartfield 660876-RO001-S7100, Not to Exceed \$32,606.18.

The board reviewed a time-sensitive funding request for the replacement of two commercial washing machines at the Student Recreation and Wellness Center. One machine is currently inoperable and beyond practical repair, while the second is aging and showing signs of wear. Due to their daily use by multiple campus programs—including Recreation, SMSU maintenance, Adventure, and Intramurals—the board discussed the operational impact of limited laundry access. The total cost to replace both units is \$32,606.18, with benefits including reduced downtime, improved hygiene, and increased efficiency. The proposed quote includes removal of old units, delivery, and installation.

After discussion, the board was in agreement to proceed with the purchase of both machines and moved to vote on amended agenda item to include a 5% contingency to account for potential cost fluctuations.

M/S Del Rossi/ Paz motion to amend EC 11/25 to read Student Recreation & Wellness Center Commercial Replacement of Washing Machines by Uni Mac, Chartfield 660876-RO001-S7100, Not to Exceed \$32,606.18 plus 5% contingency.

Motion passed.

ROLL CALL VOTE to approve item as amended:

4 - In Favor 0- Opposed 0- Abstentions

Motion passed.

EC 12/25 Approval to Upgrade/Repair the Lighting System in Theater (South), Chartfield: 660876-RO001-56110, Not to Exceed \$49,931.84 (Action, Jacobs)

M/S Del Rossi/Paz motion to open EC 12/25 Approval to Upgrade/Repair the Lighting System in Theater (South), Chartfield: 660876-RO001-56110, Not to Exceed \$49,931.84.

Interim Executive Del Rossi provided some context regarding the proposal and then deferred his time to Gilbert Jacobs from the Events Team. Mr. Gilbert expressed the need for significant upgrades to the theater space due to outdated and obsolete lighting equipment, some of which poses safety hazards and is no longer serviceable.

The proposed project involves replacing the current lighting system with modern, energy efficient LED fixtures, which would not only enhance usability and safety but also reduce electricity costs from approximately \$175 to \$35 per month. The improvements would allow the theater to better support student events, campus presentations, and community engagement opportunities—potentially enabling TED Talk-style events and other high-quality programming.

Board members expressed support for modernizing the space, citing its aesthetic potential and existing use by student groups. Members also discussed adding a contingency to the project budget to account for price fluctuations. The overall sentiment favored moving forward with the project to improve functionality, ensure safety, and elevate the campus experience for students and partners.

M/S Del Rossi/Garcia motion to amend EC 12/25 Approval to Upgrade/Repair the Lighting System in Theater (South), Chartfield: 660876-RO001-56110, Not to Exceed \$49,931.84 plus 5 % contingency.

Motion passed.

No additional questions were brought forward.

ROLL CALL VOTE to approve item as amended:

4 - In Favor 0- Opposed 0- Abstentions

Motion passed.

EC 13/25 Approval of ASI and SMSU Human Resources MOU, Term Length: July 1, 2025 – June 30, 2028 (Action, Del Rossi)

M/S Del Rossi/Paz motion to open EC 13/25 Approval of ASI and SMSU Human Resources MOU, Term Length: July 1, 2025 – June 30, 2028.

The board discussed the renewal of the HR consulting services contract between SMSU and ASI, which is set to expire in July. The renewed agreement includes a slight cost increase of approximately 3% due to inflation and updates that remove outdated COVID-19-related provisions. The core services provided remain unchanged and continue to offer ASI valuable HR support.

It was noted that the original contract began as a year-to-year agreement and was later extended to a three-year term due to its effectiveness. The partnership has been particularly beneficial for handling complex HR matters, including Title IX issues, by providing an external perspective and easing the workload on ASI's limited internal staff. The board expressed appreciation for the ongoing collaboration and the added professionalism the consulting service brings to HR operations.

ROLL CALL VOTE:

4 - In Favor 0- Opposed 1 - Abstentions
Motion passed.

Announcements:

- Mr. Del Rossi reminded everyone about the On-Campus Executive Director Interviews taking place the week of July 14th. In addition, the ASI and SMSU Joint Camping Trip is taking place the week of July 22nd.

Adjournment: M/S Paz/Garcia motion to adjourn meeting.
Motion passed unanimously

The meeting was adjourned at 11:43am.

Minutes approved by:

Anjali, Secretary, SMU Board of Directors

Date

SMSU North Spirit Wall

"Coyote For Life" Spirit Wall



To be used as a photo-opp area for students/alumni (similar to murals in downtown city areas). Can also be used as a location for Spirit Thursday giveaways/events (i.e. "Meet us as the Spirit Wall next Thursday for...")

Design Includes:

- 10 Athletic Teams
- 6 Academic Colleges
- Official CSUSB Spirit Marks
- School Spirit Icons

V1

SMSU North Spirit Wall

1

"Coyote for Life" Spirit Wall

Division of Student Affairs

California State University, San Bernardino

SMSU North Spirit Wall
View from Lower Level Entrance



V1	SMSU North Spirit Wall	Division of Student Affairs California State University, San Bernardino
2	"Coyote for Life" Spirit Wall	

SMSU North Spirit Wall
View from Coyote Walk



V1	SMSU North Spirit Wall	Division of Student Affairs California State University, San Bernardino
3	"Coyote for Life" Spirit Wall	

San Bernardino Campus Banners
SMSU North 3rd Floor Window or 2nd Floor Plaza Deck



Option #1: Coyote Country



Option #2: Spirit Thursday

V1	San Bernardino Campus Banners	Division of Student Affairs California State University, San Bernardino
1	SMSU North 3 rd Floor Window or Plaza Deck	

San Bernardino Campus Banners

Overview of Coyote Walk



V1

San Bernardino Campus Banners

2

SMSU North 3rd Floor Window

Division of Student Affairs

California State University, San Bernardino

San Bernardino Campus Banners
View from Coyote Walk to SMSU North Plaza Deck



V1	San Bernardino Campus Banners	Division of Student Affairs California State University, San Bernardino
3	SMSU North 2 nd Floor Plaza Deck	

San Bernardino Campus Banners

Overview of Coyote Walk



V1

San Bernardino Campus Banners

4

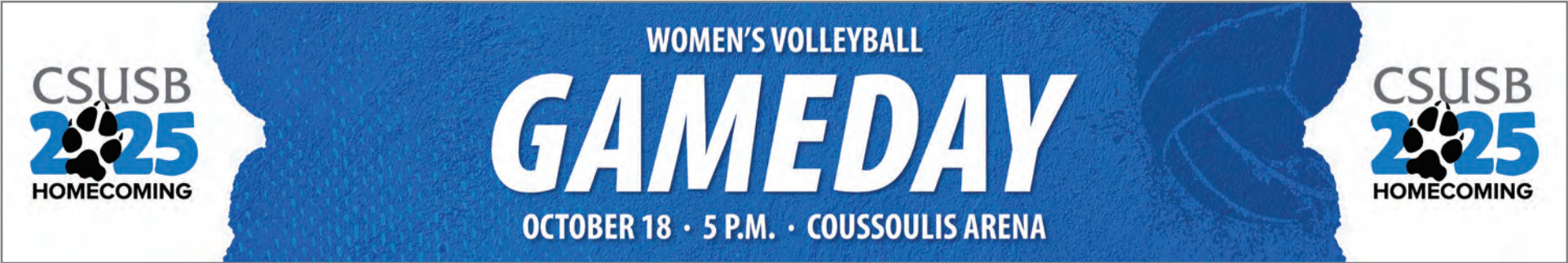
SMSU North 3rd Floor Window

Division of Student Affairs
California State University, San Bernardino

San Bernardino Campus Banners
View from Coyote Walk to SMSU North Plaza Deck



V1	San Bernardino Campus Banners	Division of Student Affairs California State University, San Bernardino
5	SMSU North 2 nd Floor Plaza Deck	



Option #1: Homecoming Gameday



Option #2: Spirit Thursday

V1	Palm Desert Campus Banners	Division of Student Affairs California State University, San Bernardino
6	Indian Wells Theater Wrap Banner	

Palm Desert Campus Banners
View from Indian Wells Theater Entry



V1	Palm Desert Campus Banners	Division of Student Affairs California State University, San Bernardino
7	Indian Wells Theater Wrap Banner	

Palm Desert Campus Banners
View from Indian Wells Theater Entry



V1	Palm Desert Campus Banners	Division of Student Affairs California State University, San Bernardino
8	Indian Wells Theater Wrap Banner	



**SANTOS MANUEL STUDENT UNION BOARD OF DIRECTORS
EXECUTIVE COMMITTEE MEETING**

June 12, 2025, 3:00PM
Student Chambers, SUN-3305

MINUTES

Members Present: Anjali, Vilayat Del Rossi, Sophia Garcia, Jose Hernandez, Jocelyn Paz

Members Absent: All members present.

Staff Present: Elizabeth Junker, Jennifer Puccinelli

Guests Present: Daniel Miller

Call to Order: The meeting was called to order at 3:06pm.

Roll Call: A verbal roll call for members was conducted. Quorum was met.

Approval of Minutes: There were no minutes presented for approval.

Open Forum: There were no comments.

Adoption of Agenda: M/S Paz/Garcia motion to open adoption of agenda.
Motion passed by consensus.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

**EC 10 /25 Adoption of Resolution to Grant Another Designated Period for Two Years
Additional Service Credit (Action, Del Rossi)**

M/S Del Rossi/Paz; motion to open EC 10 /25 Adoption of Resolution to Grant Another

Designated Period for Two Years Additional Service Credit.

Vilayat Del Rossi provided an overview of the final step in the organization's ongoing process to implement a "golden handshake" retirement incentive, which began in March. He explained that the purpose of the program is to encourage voluntary retirements to reduce full-time staffing levels during a financially challenging time, without resorting to more aggressive cost-cutting measures. A memo outlining the proposed retirement window and relevant background was prepared for the Board's review, and Daniel Miller, the CalPERS Senior Actuary, was present to support any compliance-related inquiries.

Del Rossi noted that, if approved, the designated retirement window would open on June 16 and close on December ~~13~~¹², lasting no more than 180 days. The projected net savings from three likely retirees would be approximately \$136,705.26 in the first year and \$235,002 annually in years 2 through 5, provided those positions remain unfilled. Supporting documents included the CalPERS valuation report, compliance attestations, and required forms.

In accordance with Government Code section 20903, the Board also formally stated its intention that if any early retirements are granted after receipt of service credit under this section, any vacancies thus created, or at least one vacancy in any department or organizational unit, shall remain permanently unfilled. This action is intended to result in an overall reduction in the workforce of the affected department or organizational unit.¹

¹ This clarification was added to the minutes at the request of CalPERS to ensure compliance with Government Code § 20903. While the exact language was not read aloud during the meeting, the intent to leave positions unfilled, thereby reducing the workforce, was reflected in the management presentation, supporting documents, and financial analysis discussed and considered by the Board at the time of the vote.

ROLL CALL VOTE:

3 - In Favor 0 - Opposed 1 - Abstentions
Motion passed.

EC 11/25 Approval of Lease Renewals for Undocumented Student Success Center (2025-26) & Title IX Office (2025-27)

M/S Del Rossi/Paz motion to open EC 11/25 Approval of Lease Renewals for Undocumented Student Success Center (2025-26) & Title IX Office.

Interim Executive Director Vilayat Del Rossi presented two lease renewal items for approval, clarifying that these were not new agreements but continuations of existing leases. The first lease involves the Title IX office, currently under the Division of Human Resources. Due to ongoing campus-wide financial challenges, the Title IX office requested a one-year lease extension, with the intention of exploring a multi-year agreement in the future. The lease is set at the current

Chancellor's Office (CO) mandated rate, with costs itemized to account for custodial and utility charges separately.

The second lease renewal concerns the Undocumented Student Success Center, under the Division of Student Affairs. This lease is proposed to run through June 2027, part of a broader strategy to align all Student Affairs leases to a common end date for streamlined evaluation and budgeting. Del Rossi emphasized that these lease alignments will improve operational efficiency and partner coordination. He also noted that past delays in finalizing lease agreements prompted bringing these items forward now to ensure timely execution. The Executive Committee discussed and received clarification on lease terms, space use, and cost structure, with no objections raised. With no further questions from the Executive Board, the matter was moved to a roll call vote.

ROLL CALL VOTE:

4 - In Favor 0- Opposed 1 - Abstentions

Motion passed.

Announcements

- Interim Executive Director Del Rossi announced that a future Executive Board meeting will be scheduled in the coming weeks, and touched on potential agenda items to be discussed.
- Elizabeth Junker shared highlights from the recent summer training with the ASI and SMSU Boards, noting positive feedback on the variety of speakers and activities, as well as suggestions for minor improvements.
- Vice Chair Paz echoed the positive feedback and appreciated that last year's E-Board input helped shape this year's training. She noted strong morale, valuable leadership engagement, and enthusiasm for the focus areas identified.
- Interim Executive Director Del Rossi thanked the board for their participation and specifically recognized Elizabeth Junker and Herbert Gonzalez for their efforts in organizing the training.

Adjournment

M/S Paz/Garcia motion to adjourn meeting.
Motion passed unanimously

The meeting was adjourned at 3:30pm.

Respectfully reviewed & submitted by:

Anjali Anjali, Secretary

Date