

BOARD OF DIRECTORS

This meeting was facilitated both in-person and via an online Zoom format

Monday, November 7, 2022

12:30 p.m.

BMU 205

Members Present: Krystal Alvarez, Johnathan Montes, Michelle Davis, Dr. Tracy Butts, Allison Wagner, Jade Tsao, Dr. Isaac Brundage, Ann Sherman

Members Absent: Autumn Alaniz-Wiggins (excused)

Others Present: Jamie Clyde, Karen Bang (recording), Hugh Hammond, Thang Ho, Katrina Robertson, Jon Slaughter, Tom Rider, Shar Krater, Eliza Miller, Kendra Wright, Leah Mercer, Curtis Sicheneder, Steve Novo, Keith Crawford, Teresa Clements, Natalie Jimenez

- I. **CALL TO ORDER** – The Chair, Alvarez, called the meeting to order at 12:33 p.m.
- II. **MECHOOPDA LAND RECOGNITION** – The meeting was started with the reading of the Mechoopda Land Recognition Statement.
- III. **AGENDA** – Approval of the 11/7/22 regular meeting agenda. **Motion to approve the 11/7/22 regular meeting agenda (Wagner/Montes) 8-0-0 MSC.**
- IV. **APPROVAL OF MINUTES** – Minutes of the 10/24/22 regular Board meeting. **Motion to approve the minutes of the 10/24/22 regular Board meeting, as presented (Wagner/Montes) 7-0-1 MSC.**
- V. **ANNOUNCEMENTS** – None
- VI. **PUBLIC OPINION** – Limited to items on the agenda, three minutes per speaker, five minutes for entire topic - None
- VII. **STANDING COMMITTEE REPORTS** – Action Items forwarded to the Board of Directors from the standing committees stand approved unless overturned by a 2/3 + 1 Board action.
 - A. Government Affairs Committee – Tsao reviewed the approved items.
 1. GAC Actions of 11/2/22
 - a. Approved the 11/2/22 regular meeting agenda.
 - b. Approved Minutes of the 10/19/22 regular meeting.
 - c. Approved Consent Agenda – 2022-23 Associated Students Committee/Council Appointments Confirmation of appointment to Campus Engagement Council
 - Commissioner of Legislative Affairs Appointment: Brenna Gossner
 - d. Approved 2023 Associated Students Election Procedures, as presented.
 - B. Associated Students Facilities Committee – Davis said the 11/1/22 meeting was cancelled due to lack of a quorum.
 - C. Associated Students Businesses Committee – Montes reviewed the approved items.
 1. ASBC Actions of 10/27/22
 - a. Approved the 10/27/22 regular meeting agenda.
 - b. Approved Minutes of the 10/13/22 regular meeting.
 - c. Approved Revised Resolution for Establishing Time and Location for Associated Students Businesses Committee Meetings for the Academic Year 2022-23, as presented.
- VIII. **BUSINESS**
 - A. Action Item: Approval of Employee one-time equity payments – Clyde said as presented at the previous Board meeting, this one-time equity adjustment of \$3,500 each for full-time employees and \$2,000 each for part-time employees is in order to stay in line with what the campus did. She explained that totals were updated since the

previous meeting as there are now less staff; 89 full-time employees and 5 part-time career staff at a total cost of \$353,650. **Motion to approve employee one-time equity payments, as presented (Davis/Montes) 8-0-0 MSC.**

- B. Action Item: Approval of purchase of six new copiers for \$29,995 – Clyde said different copier choices were reviewed and although initially the machines were going to be leased, based on the RFP it was found that it would be more advantageous to buy the copiers instead. He said they're hoping to have the copiers installed during Thanksgiving week. **Motion to approve purchase of six new copiers for \$29,995, as presented (Montes/Brundage) 8-0-0 MSC.**
- C. Information Item: Proposed revision to Student Pay Grades – Mercer shared the proposed revisions to student pay grades, noting they are looking to reduce the differential between Grades 3 and 4, which has been 10%, to 5% with a new pay rate for Grade 4 of \$17.10. She explained that minimum wage is going up to \$15.50 on 1/1/23 and will continue to increase each year based on the Consumer Price Index. Mercer said they are trying to keep career staff ahead of student pay and this reduction will help provide breathing room regarding current career employee wages.
- D. Discussion Item: 9/30/22 Activity Fee Fund Budget vs. Actual – Robertson said the benchmark is 25% and noted total revenues at 16.85%. She explained the Activity Fee allocation of income from campus. Robertson noted that interest income is at 200% because when budgeted, the LAIF interest rate was at 0.25%, and is now at 1.50%. She said this item would be adjusted during budget revisions to be more accurate to current interest rates. Robertson said each area is at or below 25% and provided an overview. Student wages will be adjusted as well during budget revisions. She said overall, they're still under 25% for expenses.
- E. Discussion Item: 9/30/22 Combined Student Union and WREC/AO Summary Income and Expense Statement – Davis noted the Student Union has expensed 15.44% of the approved annual budget and generated 2.99% of projected income. She reviewed the report with the Board.
- F. Discussion Item: 9/30/22 Corporate Services Budget vs. Actual Income and Expenses – Robertson provided an overview and noted that the Financial Services Office was at 28.61% because NetSuite and audit fees are fully expensed at the start of the FY.
- G. Director of University Affairs Report – Wagner introduced her roommate, Natalie Jimenez, who she said is possibly interested in running for a position next year. • Wagner said they're still in the process of looking for a new HFA senator and will hopefully be able to finalize before winter break. She said all the colleges are doing great and they are planning a lot of events. Wagner said they're discussing a new time for Student Academic Senate meetings and are meeting with the radio station to get the word out regarding the open HFA senator position.
- H. Director of Social Justice and Equity Report – No report as Alaniz-Wiggins was absent.
- I. University Vice Presidents' Reports – Sherman said she has been meeting with all the employees across Business and Finance. She encouraged the students to let their constituents know that custodians have been having to clean up a lot of junk from students, when they should be spending their time making sure our facilities are safe and sanitary. She said she hopes students will be mindful about this and noted that groundskeepers are also having to clean up a lot of junk. Sherman said they are continuing to look at their budget as they are dealing with the state of enrollment. She said they are looking at how to use all the funds available to campus, aside from the General Fund. She noted they are looking at how to plan well for the next several years in order to maintain focus on the campus mission and vision and provide best services for students. • Dr. Brundage thanked the AS staff for allowing him to participate and dance with them during the Halloween competition. He said the Enrollment Continuum Forum will be held tomorrow from 3 to 4:30 p.m. in Colusa 100. Presentations will be made from all the different working groups and they're looking for audience input which will be reported out. He noted this is an opportunity to learn what is going on regarding enrollment across campus and that student input is needed. Dr. Brundage said three Chief Diversity Officer candidates came to campus for interviews.
- J. Faculty Representative Report – Dr. Butts said we're at the point of the semester where a lot of events are being held. She shared that tomorrow is the moment of silence at the flag pole from 11 to 11:15 a.m., remembering the Camp Fire. Tomorrow night a concert and jazz band will be performing at 7:30 p.m. in Harlan Adams. On Wednesday University Public Events will be presenting Las Cafeteras: Hasta La Muerte at Laxson

at 7:30 p.m. The Dept. of Music and Theatre has their fall theatrical production, Three Musketeers, from 11/9 to 11/13. A new exhibition at Turner Print Museum, Making her Mark - Women Printmakers, runs through December. The Curators' talk is Thursday at 5:30 p.m. There is also a Writer's Voice that evening at 7:30 p.m. in PAC 134. The Gateway to the Stars astronomy series opens 11/9 at the Gateway Science Museum. Next week is the Hunger and Homelessness week and a number of events are happening that week (Dr. Brundage left the meeting at 12:56 p.m.).

- K. Executive Director's Report – Clyde said Dr. Brundage was a great addition to the Halloween dance. • Clyde said the Epicenter position has been accepted and will hopefully be finalized soon through HR. She said the Financial Services Office (FSO) made a structural change recently and a supervisor in their area has been moved to Dining Services due to the financial position needing to be filled in Dining. FSO will be recruiting for a non-supervisory position. • Clyde updated regarding the Follett contract, noting there had been a change in how commissions were done during the COVID shutdown. She said commissions were supposed to go back up when we were back on campus, but they have not. She said although everyone is back on campus, Follett is experiencing the drop in headcount, and they were under the assumption we were still more virtual than we are. Clyde said Follett area managers shared their financials and they are in very, very bad shape. She said as the head count continues to drop, it gets worse and worse and Follett is unsure if they'll be able to fulfill their commitment regarding commission sales originally agreed to. She said many conversations are being held and also noted a RFP is scheduled for this year. Clyde said the situation we're in is that we're in the red, we're losing money each year and with head count going down, it's not expected to get any better. She said the RFP will look at commissions to assure we're getting paid what we should in the market. She noted the only contenders for the bookstore contract would be Follett and Barnes & Noble. Clyde said another option would be to operate the store on our own, which wouldn't be the best way to go. Other options are stores that are like an on-site clothing and gifts, with the book component being outsourced, or an Amazon style store. Clyde said all options would be explored during the spring semester and they would be coming back to the Board with a recommendation on how to move forward.
- L. President's Report – Alvarez said last Thursday the Political Science Department held their semi-annual Town Hall for students and she and Autumn Alaniz-Wiggins were both student moderators. She said it was very interesting to see other students, policies and topics. Alvarez said this past weekend CSSA Plenary was held at Fresno State. She said it's exciting to see other campuses again and reconnect. Regarding the Student Trustee Committee, she said there have been a few applicants. She said that students from this campus would need to go to Dr. Brundage for approval to apply for the student trustee position. She said faculty and staff can nominate students to apply for the student trustee position.
- IX. **CLOSED SESSION** – Pursuant to Education Code 89307(c)(1) – Personnel matter – The Board went into Closed Session at 1:04 p.m. The Board came out of Closed Session at 1:21 p.m. and Alvarez reported that no action was taken during Closed Session.
- X. **ANNOUNCEMENTS** – Alvarez said Happy Monday and that we're on Week 12. Krater shared that the Multicultural Showcase will be Wednesday evening in the BMU auditorium
- XI. **PUBLIC OPINION** – None
- XII. **ADJOURNMENT** – The Chair, Alvarez, adjourned the meeting at 1:22 p.m.