



**CESAR CHAVEZ  
STUDENT CENTER**  
San Francisco State University

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**STUDENT CENTER GOVERNING BOARD**  
**September 6, 2007**

The Student Center Governing Board at San Francisco State University held a meeting on **Thursday, September 6, 2007 at 9:30 a.m. in the Delmy Rodriguez Room.**

<u>Members Present</u>		<u>Members Absent</u>
Lily Cortez	Guy Dalpe	Hector Jimenez-Cardenas
Isidro Armenta	Nathalie Granados	Don Scoble
Kit Bomar	Jackie Husary	
Linda Buckley	Rebecca Toporek	
Will Flowers	Kevin Mikami	
Maire Fowler	Cindy Morales	
<u>Support Staff/Consultants/Presenters</u>		<u>Guests</u>
		Joicy Serrano

Recording Secretary: Lori Hostetter

**i. The meeting was called to order by Cortez at 9:39 a.m.**

Changes to the agenda for the meeting of September 6, 2007:

- Add "4. AS Appointments" to item I.

**ii. Agenda for the meeting of September 6, 2007. Approved as amended.**

Changes to the minutes from the meeting of August 2, 2007:

- Add "Maire Fowler" under Members Present

**iii. Minutes from the meeting of August 2, 2007. Approved as amended.**

**iv. Public Comment**

**Dalpe** distributed copies of the letter and announced that the President has reviewed the proposed changes to the Arts Policy with his cabinet and the Chair has received a letter from the Vice President of Student Affairs that commends the Board for the work done and suggests a few minor changes to the document.

## **I. Chair's Report**

### **1. Seating of Administrative Appointment**

**Cortez** introduced **Dr. Will Flowers** and welcomed him to the Governing Board. She noted that there is a vacant position previously held by **Meredith Duke** that needs to be filled through Presidential appointment.

### **2. Mid-year Retreat Follow-Up**

**Cortez** reported that the Mid-Year retreat on August 24, 2007 went very well and was well attended.

### **3. AS Appointments**

**Cortez** introduced **Kevin Mikami**, as the new A.S.I. representative, and welcomed him to the Governing Board.

**Cortez** introduced **Joicy Serrano**, as the new A.S.I. appointment who will replace **Hector Jimenez-Cardenas**, and welcomed her to the Governing Board.

## **II. Elections Packet (A)**

**Cortez** stated that the packet should not have many changes from last year and asked the Board to review for major changes.

**Motion to approve Elections Packet for the 2007 Elections. Moved by Fowler. Seconded by Granados. 1 abstention. Motion passed.**

## **III. Committee Membership – New Members (A)**

**Granados**, Chair of Vendor Services, recognized **Flowers** for committee membership.

**Motion to approve Dr. Flowers to Vendors Committee. Moved by Husary. Seconded by Fowler. No Abstentions. Motion passed.**

**Husary**, Chair of Rules, recognized **Deigo del Barco** and **Sheyla Bolton** for committee membership.

**Motion to approve Diego del Barco and Sheyla Bolton to Rules Committee. Moved by Fowler. Seconded by Granados. No Abstentions. Motion passed.**

**Armenta**, Chair of Master Plan, recognized **Toporek** and **Husary** for committee membership.

**Motion to approve Toporek and Husary to Master Plan Committee. Moved by Granados. Seconded by Fowler. 2 abstentions. Motion passed.**

**Armenta**, Chair of Master Plan, recognized **Flowers** for committee membership

**Motion to approve Flowers to Master Plan Committee. Moved by Husary. Seconded by Derek. Motion passed.**

**Fowler** announced that the Human Resources and Finance committees are recruiting members and these committees will meet the 2<sup>nd</sup> and 3<sup>rd</sup> Thursdays of each month at 12:30 p.m.

**Fowler**, Chair of Finance, recognized **Buckley** for committee membership  
**Motion to approve Buckley to Finance Committee. Moved by Aitken. Seconded by Jackie. 1 abstention. Motion passed.**

**Dalpe** reminded the Board that when **Cardenas** leaves, the Community Relations Committee and the Arts Committee for the Native American Mural Project will be in need of new chairs.

#### **IV. Managing Director's Report**

##### **1. West Plaza Project**

**Dalpe** reported that the project is complete. He added that two vendors have temporary approval for operation and both vendors report that business is doing very well. He added that the project came in 10% over budget, which was to be expected and overall the project went very well.

##### **2. Pyramid I Amphitheatre**

**Dalpe** reported that he is currently working with Capital planning to put this project out to bid. He mentioned that the inspection by the engineers has been done and the project should go out to bid shortly. He stated that if anyone had any questions to please contact him.

##### **3. Assoc. Dir. Business & Finance**

**Dalpe** reported that he is working with **Paul Herrera**, the Human Resources Manager, to put together a proposal to the Board.

##### **4. Marketing Promotion-Plasma Screens**

**Dalpe** reported that the programming for the screens has not been working consistently and the problem is currently being worked on. He added that when the screens are ready for use, the student organizations will be able to advertise their events.

**Husary** asked what the cost would be.

**Dalpe** replied that there will be no charge to student organizations for advertising.

##### **5. Acctg/ Admin. Offices Renovation**

**Dalpe** stated that the project went very well overall. He added that the renovation required the relocation of the business office and the accounting office and both relocations were seamless due to the staff working cooperatively among departments to make the process easier. The staff took on full responsibility for the relocations, eliminating the need to hire a moving company. He noted that the staffs in both offices are very happy with their new space.

##### **6. Computer Lab**

**Dalpe** reported that **Francine Shakir** is trying to coordinate the choice of modules so we can reuse them when the permanent location is finished. He added that he is talking with the Business Lab and David Middleton, who oversees the library's computer lab, to possibly have their staff come in and run the temporary lab and maintain the server for the 12 computers.

## **IV. Committee Reports**

### **1. Community Relations**

#### **a. Welcome Back Week**

**Cortez** reported that the Welcome Back Week will be held September 18<sup>th</sup> -20<sup>th</sup> and will be a back to school celebration on the 18<sup>th</sup>, the University festival on the 19<sup>th</sup>, then the west plaza grand opening and the CCSC preview the 20<sup>th</sup>. She encouraged Board members to be there, especially Thursday morning as that time is scheduled for recognizing the completion of the west plaza and the opening of Carmelina La Petite and Bark 'n' Bun.

**Dalpe** informed the Board that the President is being invited to the west plaza grand opening and has attended previous openings. He added that the vendors are looking forward to having the President there.

**Cortez** added that other invitations are being sent to different student organizations and people on campus.

**Toporek** indicated that she could make an announcement to students in her classes through email.

**Armenta** stated that another organization has the Malcolm X plaza on the 20<sup>th</sup>.

**Cortez** replied that she was aware of that, however the grand opening will be in west plaza and the tabling will be in the plaza level, so if anything, the Malcolm X event will bring more people to the grand opening and the tabling inside.

### **2. Finance**

#### **a. 07/08 Budget**

**Fowler** stated that the books have closed for this year.

**Dalpe** stated that the Financial Statement for the 2006/2007 was included in the meeting packet for member review and through this document the Finance committee will be able to prepare the end of 4<sup>th</sup> quarter review.

### **3. Vendor Services**

#### **a. Soul Food Bidders Meeting**

**Granados** stated that she was able to attend and that there were 8 different parties that attended. She added that a lot of great questions were asked and the meeting went very well. She added that the proposals are due by September 19, 2007. She recognized **Edina Bajraktarevic**, **Neha Shah** and **Guy Dalpe** for their excellent presentation at the meeting.

#### **b. Microwaves**

**Granados** stated that within the next few weeks, there would be 2 new microwaves for student use downstairs.

**c. Vendor Compliance**

**Granados** stated that all vendors are in compliance.

**d. West Plaza Grand Opening**

**Granados** announced the west plaza grand opening on Thursday, September 20, 2007 at 10:00 a.m.

**V. Agenda for Following Meeting- tabled.**

**VI. Announcements**

**Armenta** announced that the next Master Plan meeting will be Thursday, September 13, 2007 at 10:00 a.m. and the committee will review the project timeline. He also announced that A.S.I. has approved a transportation project that will give out 10 Muni passes per month and this will begin during the back to school bash on September 18, 2007.

**VII. Adjournment**

The meeting was adjourned at 10:18 a.m.

Respectfully Submitted,

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Guy Dalpe, Executive Secretary, Student Center Governing Board

Date

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