



# CESAR CHAVEZ STUDENT CENTER

San Francisco State University

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## SAN FRANCISCO STATE UNIVERSITY STUDENT CENTER GOVERNING BOARD

### SCGB Minutes March 2, 2006

The Student Center Governing Board of San Francisco State University held a regular meeting on **Thursday, March 2, 2006 at 9:30 a.m. in the Delmy Rodriguez Room.**

The following members were present:

Susan Alunan	Arline Van Ness	Mirishae McDonald
Evelyn Hooker	Lily Cortez	Amrah Salomon-Johnson
Chris Jackson	Cindy Morales	Maire Fowler
Guy Dalpe	Georgiana Esquivias	
Kit Bomar	Meredith Duke	
Isidro Armenta	Maya Whearty	

The following members were absent:

Richard Giardina

The following guests were present:

Charlotte Ely	Monica Martinez
Rachel Dixon	Kelly O'Dea
Ben Lara	Suzanne McNulty
Lawrence Torres III	Chad Draelmore
Valerie Greene	

Recording Secretary: Aarti Shah

- i. The meeting was called to order by Cortez at 9:57 a.m.
- ii. Agenda for March 2nd, 2006 approved by consensus as amended:
  - The date of the meeting was March 2, 2006.
  - Add 'Retreat Report' to item 4 of the Chair's Report.
  - Add 'Waiving of CSSA Fees' after Committee Membership Approval
- iii. Minutes for the meeting of February 2nd, 2006 approved by consensus as amended:
  - Correct the spelling of Saldaña on Page 1
  - Maya Whearty was absent

#### **iv. Public Comment**

**Ely** of ECO-Students spoke to the board about implementing a three-phase composting plan at the Student Center. Phase I would include asking vendors to dispose of their food scraps into green bins, divert paper towels in bathrooms and replace bathroom trashcans with green bins. Phase II would replace the plastic-ware and food-ware with compostable forks, straws, to-go containers and cups. Phase III places green bins around the Student Center for patrons to dispose of their compostable foodware, napkins and food scraps. She added that they are in the process of determining whether composting will save the Center money. She announced on that there would be a composting information session on March 30 and she would send the board an e-mail with the time and date.

**Fowler** suggested Ely present this proposal to the Vendor Services Committee.

**Armenta** expressed interest in the composting program.

*Jackson arrived at 9:50 a.m.*

*Morales arrived at 9:51 a.m.*

**Van Ness** declared her frustration with Board members arriving late to the meeting. She suggested that the chair and secretary ask members to RSVP for the meetings to determine whether there would be quorum.

A representative from the Associated Student's Project Connect requested that the board add an item to next month's Governing Board meeting agenda in regards to allowing Project Connect to use the ticket booth in the Student Center for bookroom storage. The representative asked the Board to prepare a plan detailing the student groups who use the booth and the possible impact of Project Connect using the space.

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

##### **1. Associated Students Representative**

**Cortez** announced that Esquivias stepped down as Associated Students representative. She commended Esquivias' hard work. **Cortez** announced that Maire Fowler would replace Esquivias.

**Dalpe** added that Esquivias expressed interest in remaining involved with the mural projects. He praised Esquivias for her hard work.

**Jackson** praised Esquivias for her work.

##### **2. Faculty representative**

**Cortez** stated that Larry Medcalf resigned from the Governing Board. She added that she would be sending a letter to Karen Colvin, Chair of the Academic Senate, to appoint a new faculty representative.

**Van Ness** added that finding a new faculty representative is urgent. She asked that Giardina be contacted in regards to his interest in being a board member.

### 3. Student Fee Advisory Committee

**Cortez** noted that she talked to Penny Saffold to schedule an alternate time for the Student Fee Advisory committee meeting because **Cortez** could not attend the scheduled timeslot. **Cortez** asked other Board members interested in serving on this committee to contact her. Currently the Committee meets on Wednesdays from 12:15 – 1:15 p.m.

**Fowler** added that Saffold sought members' availability during the last Associated Student's meeting to determine a convenient time to hold meetings. She noted that Tuesdays or Thursdays were considered for alternate meeting times.

### 4. Retreat report

**Cortez** commended the Board for a successful retreat. She recommended that board members review the year's goals outlined in the packet handout. She added that the board would review the goals, make changes and approve them at the next meeting.

**Salomon-Johnson** noted that the submitted goals handout did not accurately reflect what was discussed at the retreat. She suggested that the Board review the notes from the retreat before approving the goals.

**Dalpe** suggested that the Executive Committee review the written goals from the retreat before the next Board meeting. **Cortez** concurred. **Armenta** expressed his thanks to the board for a productive retreat. **Hooker** commended all those who organized the retreat. **McDonald** praised the board's work at the retreat.

## II. Committee Chairships

**The chair opened the floor to nominations for chair of the Rules Committee. Morales nominated herself for the Rules Chair. Moved by Morales. Seconded by Armenta. Motion passed with one abstention.**

**Jackson** announced that he would be the chair for the Arts Committees. **McDonald** nominated herself as co-chair for the Native American and Palestinian Arts Committees. **Nomination approved.**

## III. Membership Approval

### 1. Arts Committee

The Palestinian Mural Project members included Jackson, McDonald, Dalpe, R. El-Qare, C. El-Qare, Parpovic, Kazaleh, Halteh, Volk, Watts, Carrington, Martinez, Monteiro, Husary.

The Native American Mural Project members include, Morales, Jackson, Dalpe, Barnes, Ramirez, Perea, Davis, Blu Barnd, Salomon, N. Moreira, M. Moreira, V. Moreira, L. Perez, Farias, R. Rios-Parada, Estrada.

### 3. Vendor Services

**Morales** announced that Hooker, Van Ness, Salomon-Johnson and Armenta would serve on the Vendor Services Committee. The membership was approved.

### 5. Finance Committee

**Salomon-Johnson** announced Morales, Duke, Jackson and Alunan as members of the Finance Committee. The membership was approved.

### 6. Master plan

**McDonald** announced that Hooker, Armenta, Whearty and Fowler would serve on the Master Plan Committee. The membership was approved.

### 7. Human Resources

**Armenta** announced **Fowler, McDonald, Bomar** and **Duke** as members would serve on the Human Resources Committee. The membership was approved.

### 9. Rules Committee

**Morales** announced that Salomon-Johnson and Ramon Rios-Parada would serve on the Rules Committee. The membership was approved.

## IV. CSSA Usage Fee

**Jackson** informed the board that 75 people from the California State system who attended the CSSA conference. He noted that 58 of those paid. He pointed out that the visitors were impressed with the center.

**Jackson made a motion to waive student usage fees for future CSSA conferences. Whearty seconded the motion.**

**Hooker** inquired about the total amount of fees that would be waived.

**Jackson** answered that he did not have an official bill yet, but that the estimated bill is \$1,300.

**Hooker** suggested that because this was a revenue-generating venture, the Board table the motion to waive the fees until the exact amount of the fees is known.

**Van Ness** asked if money from another section of the budget would have to compensate for this fee waiver.

**Jackson** noted that if the fee were waived, the Associated Students would provide a subsidy of \$901. He clarified that this conference was not a revenue-generating venture, but a way to spotlight the Student Center. He pointed out that the conference uses Student Center vendors.

**Dalpe** noted that the Board needed a report with additional information in a hardcopy format. He suggested that the Board receive a report detailing the services that the Student Center is providing for this event, the estimated cost of waiving the fees and similar policies at other campuses. He recommended the Board table this motion until more information could be provided.

**Jackson** requested that Dalpe provide the costs. He suggested that fee-charging policy be reviewed.

**Motion to table the discussion and action on waiving the CSSA usage fees until the next board meeting, contingent upon the board receiving the following information:**

- **Exact amount of fees to be waived**
- **Whether a budget adjustment is necessary if the fees were waived**
- **The full Associated Students budget detailing what the organization collected and subsidized.**
- **The policy at other CSU campuses**

**Moved by Van Ness. Seconded by Hooker. Motion passed with two abstentions.**

*Alunan arrived at 10:45 a.m.*

#### **IV. Committee Reports**

##### **1. Committee - Palestinian Mural Project Arts**

**Jackson** commented that the Palestinian Committee enjoyed a successful town hall meeting with hundreds in attendance. He added that the meeting was a small collaboration with Associated Students because the AS provided miscellaneous costs for additional supplies. He welcomed McDonald to the committee.

**Esquivias** commended the committee for its hard work.

**Jackson** encouraged Board members to attend town hall meetings about the murals.

##### **2. Native American Mural Project**

**Jackson** noted that the committee had a town hall meeting. He stated that the committee planned to hold a meeting on March 3, 2006 to discuss the image proposals.

**Bomar** asked if the tables on the Plaza constituted a town hall meeting.

**Jackson** clarified that these tables were a part of the town hall event.

**Esquivias** noted that Larry Solomon conducted an in-class survey regarding the murals and he planned to give it to the committee. She added, in about two weeks a meeting is scheduled to get more input on the murals. She noted, that there is interest in having some Native Americans in the San Quentin prison contribute to the mural.

**Armenta** suggested that before the inauguration of the murals, an event be held in the Rosa Parks room to display the art pieces.

**Dalpe** suggested that the Arts Committees refresh its membership list. **Jackson** agreed to do this.

##### **3. Vendor Services**

**Morales** noted that all vendors were in compliance.

##### **4. Finance committee**

**Salomon-Johnson** noted that the committee approved the second quarter investment reviews. She asked that **Singh** talk about this at the next Governing Board meeting. She expressed concern that the Center is being over-charged for tasks that could be done in-house. She added that the committee approved funding for three students to attend the US Hispanic Leadership Conference.

She noted there were two students scheduled to attend.

She also noted the committee plans to devise a process to educate board about finance reports. She emphasized that agenda items for the Finance Committee meetings must be submitted two weeks prior to the committee meeting.

She requested the waiving of the CSSA usage fees be reviewed by the finance committee.

#### 5. Master Plan

**McDonald** stated the murals would be discussed during the next meeting on March 30, 2006. She indicated that the committee was interested in ensuring that the timeline for the major projects remained on schedule.

#### 6. Human Resources

**Armenta** stated the committee has not met but held a preliminary meeting with the director, and Charlene Calica. He mentioned that Calica resigned as the Human Resources Manager and a discussion item for the next agenda would be hiring a replacement.

**Van Ness** noted that the Board must approve the Managing Director's performance review before he qualifies for a raise. She expressed a concern that the Managing Director was the only person within the organization who has not yet had a salary increase. She emphasized that the Managing Director review should be completed soon.

**Armenta** noted that this review would take place within the next two months.

**Dalpe** added that Calica is resigning on March 17 because she has accepted a position at a human resources consulting company that is closer to her home in the East Bay. He commended Calica for her hard work.

#### 7. OSPLD Advisory Committee

**Armenta** announced the first meeting would be held on Friday March 3rd from 2 p.m. – 4 p.m. He noted that he would report back on the details of the meeting.

#### 8. Rules Committee

**Morales** announced that the committee was reviewing the attendance policy. She added that once it was approved at the committee level, it would be brought to the Board for review. She noted, at the next the committee meeting, members would work on the room reservation and arts policies.

**Jackson** requested that the policy of charging students for usage of the Center should be reviewed because he believed students were being charged twice for services.

#### 9. Richard Oakes Multicultural Center

### V. Managing Director's Report

#### 1. West Plaza

**Dalpe** stated that he spoke to the lowest bidder for the project – RODAN Builders -- on March 1st.

He clarified with the builder that there was no confusion regarding the phases of the project for the bid. **Jackson** asked if this would make it impossible to renegotiate the bid with the builder.

**Dalpe** pointed out that they could not renegotiate the bid. Rather, if the board decided to make cost-saving changes to the project all four bidders would have to receive the opportunity to re-bid on the modified project. He noted, if the Board opts to do this, often some companies drop out during the re-bid. He warned that re-bidding is a complicated because the Board has to be certain that all companies have equal access to the information. He stated, based on the cost-cutting areas that were considered nothing resulted in significant reductions. The contractor was able to find about \$30,000 worth of savings. He cautioned that if other areas were cut, the Board would be left with a dull shell of a project. He added that current discussions regarding the project revolved around creating a third phase, and a third phase would incur higher architectural fees and would be generally more expensive than a two-phase project. He stated another option would be to move forward with the project as a major capital outlay, which would mean the project would optimally start in November. He pointed out that he was working with local architects in San Francisco that were listed on the “approved” architects list for the California State University system.

**Duke** clarified, that 10 months ago this was one project, the CSU decided to break it into two projects that would each cost about \$400,000. She asked if there would be cost-savings in returning to one project.

**Dalpe** agreed that there would be some savings. He cautioned that the process of combining both projects into one would take several months, which would raise the costs further.

**Bomar** commented that if the Board is willing to spend \$1.1 or \$1.2 million, they should consider putting both of these into one package, insert it into the CSU master plan and construct a timeline. Or, he added, one package could be made and then taken to the Board of Trustees and get it approved as soon as possible.

**Armenta** asked why the project was not considered a major capital outlay from the start. He declared his frustration because he felt that the money already allocated to the project was a waste of student fees. He asked the Board how much money had been spent on this project without even breaking ground. He suggested the Board play a more active role, noting that reports are not enough at the Board level. He appreciated the reports, but pointed out that the report have been repetitively centered on delays and increasing costs. He suggested that Board might need additional help when handling projects of this magnitude. He recommended constructing an ad hoc committee or hiring a consultant.

**Jackson** asked, how long before the Board decides to rethink the West Plaza project. He voiced a concern whether this was still worth the students’ fees. He declared his frustration with the increasing costs and delays with the projects. He suggested hiring another staff member to oversee such large projects.

**Van Ness** concurred with Bomar that the costs would increase. She emphasized that the Board needs to decide if it wishes to go forward with this project. She suggested, if the Board decides to go forward it should be a Capital Outlay project. She disagreed with Jackson on hiring full-time project person. She added that the project should be moved forward to Capital Outlay or be dropped.

**Dalpe** stated he would compile figures about the costs of each project and where each one is in the

process by the next board meeting. He added, given this information, the Board could make a decision whether to finish these projects or not.

### 3. Local 856

**Dalpe** announced that management had continued to work on the non-economic portions of the proposed agreement.

He informed the Board that Local 856 provided a proposal that would include employees in the Local 856 retirement plan. He added that this plan would be more expensive than the one already in place.

He reported that the non-economic agreement would probably span between three to five years. The employees indicated they wanted the agreement to include a seniority process for the staff, and ensuring that current benefits be preserved. He stated that management would like to include a management rights clause and no strike and lock-out clause.

## **VII. Announcements**

**Van Ness** reiterated that members needed to arrive on time. She suggested that the secretary find out when each member would arrive so the Board could decide if it should postpone the meeting to make quorum.

**Jackson** announced Project Connect would hold its first elementary outreach day March 7 on campus.

**Fowler** noted that faculty would be holding an awareness campaign next week to hire more tenure-track professors and other academic issues.

**Armenta** suggested the Student Center Governing Board have a table at the April 22 University event. Other Board members noted that there is already a table scheduled.

**Cortez** requested members to contact her at least 24 hours in advance if they are going to be late or absent. She added that members should call the secretary if they will be late. She reiterated there should be no side-talking during the meeting.

## **VIII. Adjourned**

The meeting was adjourned at 11:34 a.m.

Respectfully Submitted,

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Guy Dalpe, Managing Director

Date