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ASUC Student Union Board of Directors Agenda & Minutes

Tuesday, March 30, 2021

5 PM | Virtual Meeting via Zoom |

<https://berkeley.zoom.us/j/93602927105>

Board website [link](#)

Title	Name	Present
ASUC Student Union Board Members		
Title	Name	
Chair	Brian Zhou	Yes
Vice Chair	Michelle De Guzman	No
ASUC President	Victoria Vera	Yes
ASUC Executive Vice President	Melvin Tangonan	Yes
GA President	Luis Tenorio	No
GA Internal Vice President	Liz Lawler	Yes
Undergraduate Representative	Kevin Yi	Yes
Graduate Representative	Martin Siron	Yes
University Representative	Emily Liu	Yes
University Representative	Fabrizio Mejia	Yes
Faculty Representative	Greg Aponte	No
Faculty Representative	Jennifer Miller	No
ASUC Student Union Executive Director	Bahar Navab	Yes

Community Agreements

- Everyone participates, no one dominates - share airtime
- Honor time limits; staying on schedule is everyone's responsibility
- Speak your truth without blame or judgment
- Articulate hidden assumptions; challenge cherished beliefs
- Listen for understanding - inquire (ask) before you advocate (persuade)
- Remain open to outcome and innovation
- Critique ideas, not people or actions
- Recognize participants' contributions
- Be fully present at meetings and prepared
- Have fun!

Call to order at 5:07 pm.

- | | | |
|------|--|---------|
| I. | Approval of the Agenda and Minutes | 1 min |
| | A. Kevin moves to approve, Martin seconds | |
| II. | Public comment | 5 mins |
| | A. No comments | |
| III. | Chair updates | 3 mins |
| | A. Received response from Chancellor's office acknowledging they got the communication | |
| | B. LRC communication and how their needs can be accommodated better | |
| IV. | Executive Director updates | 10 mins |
| | A. Continuing to run COVID ops in the ASUC SU. Almost 7,000 doses of vaccines administered. Individual workrooms continue after hiatus for Spring Break; return of limited in-person participatory events planned for April 6th - requires preapproval see Director's updates for links. Many of the spaces to be available are run by the Event Services. Masks | |

distribution continues. Basic Needs expansion convo continues. Kirsten will give budget updates. Excited about the material that Noelle created for BLM like shirts and other materials being sold and revenue being used to support art programs for Black student orgs. A lot of virtual programming is happening in the SU and Event Services is bringing alternative revenue streams through virtual event support. Events team consolidation continues in the Division, final pieces is consolidation with limited RSSP Events & Conferences is happening in July, this was approved earlier by the Board. Event Services is rebranding and updating their revenue model and will present the direction they wanna go in the upcoming meetings.

- B. Temporarily provision for RSO events is being modified and communications will go out shortly. If an event can continue virtually it should continue virtually. What is being allowed is all still very limited in size and scope. Unlikely that campus will open up more for events until after semester ends assuming PH supports that.
- C. ASUC sign on top of Student Union sign in Eshleman- the vendors have been contacted but are on extended paternity leave. Katelyn has pinged them for updated timeline and cost. ASUC SU team will continue to engage them and ensure it is getting done.
- D. GSI use of LS space- Abnormal numbers of cancelations due to bad weather. Expanding capacity to follow PH tier changes. Discussion about

turning limited outdoor space to reservable study space for RRR week taking place with campus leadership.

- E. ASUC SU Directors have been working on long term operational goals (and in turn short term goals) as well as building our budgets based on potentially having a normal upcoming Fall semester vs. other scenarios. Discussing what Fall may look like both operationally and staffing wise.
- F. Vaccines distributed is decided by UHS. It is inclusive of Cal community as they become eligible following CDC and state guidelines.

V. Budget updates 5 mins

- A. Kirsten Casebolt - still waiting to get the budget letter. We are continuing to work on our budget (non-comp and revenue). Reaching out to some of our vendors, asking Student Store what their forecast will be. Also asking Pepsi and BOTW to ensure we have the correct amount from each. We are not certain what will happen and what decisions will be made from campus so we remain flexible. We are meeting with the LSP Fee Committee to have the initial conversation and we will know how much money is available for the next year. Expect that budgets may not be due until summer.

VI. Reports and recommendations from committees 10 mins

A. [Organization & Governance](#)

1. Victoria Vera

- a) Committee met informally. Continue working on the

by-laws and we will send that to the Board for review

B. [Business & Finance](#)

1. Martin Siron

- a) Discussed the budget situation and what next year might look like. Discussed the Basic Needs proposal for recommendation to pass. Also looks at the broker proposal

C. [Operations & Facilities](#)

1. Liz Lawler- met informally and soft recommend that the Board approves the Basic Need proposal

VII. [Basic Needs Proposal](#) for 1st fl MLK

20 mins

- A. Vote required
- B. Natalia Semeraro- The final draft was sent to the Board. Excited about the back area to be open- the microwave addition is a good option for students to warm up food. There will be an opportunity for students to go downstairs to get food who might not be comfortable to get food from upstairs
- C. Upstairs hub is more for grab and go and ready to go. Pantry will be for shelf stable stuff and more produce and things that can be cooked at home.
- D. Screen shared by Bahar to show the map of space to orient all about where things are located. MLK first floor.
- E. You are being asked to agree to let the Basic Needs use the space as

outlined in the proposal, it will cover operational costs and not additional revenue. If approved a formal MOU will be generated by the ASUC SU and E&I. You are approving the use of space and the financial model.

- F. Motion by Martin to assign the space and amended to approve to assign the space with the financial model. Brian seconds. No objection, so the motion carries.

- VIII. Update on LRC-related meeting with Chancellor 5 mins
 - A. Awaiting response, Martha Chavez acknowledged receipt- covered in chair update
- IX. Broker updates and guiding criteria 5 min
 - A. Awaiting contract details
 - B. Bahar emailed the Board the contract that was created by SA Procurement. Broker discussing terms with Procurement. Once the University and the Broker are on the same page it will be sent to the Board for approval. The sooner we can get the broker contract the sooner they can start getting vendors lined up for potentially opening for fall.
- X. Closed session 20 mins
 - A. Brian moves to go to closed session at 5:35
 - B. Closed session ended at 6:05pm
 - C. Fab motions to approve the following HR changes (seconded by Emily, no objections:
 - 1. STF reporting line change

2. Reclassifications:

- a) Executive Assistant 3 to Admin Officer 3
- b) Event Supervisor 2 to Events Manager 1
- c) Vacant Event Specialist 3 to Event Specialist 4
- d) Vacant Event Specialist 3 to Event Specialist 2

3. New positions or modified positions:

- a) Policy Project Analyst 3 (Vendor Relations Specialist)
- b) Marketing Specialist 2 (shared with Career Center at 50%)

D. Meeting adjourned at 6:07pm

Useful links for today:

[Board website](#)

[Basic Needs proposal](#)

[Basic Needs slide deck](#)

[Broker-tenant priorities](#)