SJSU SAN JOSÉ STATE UNIVERSITY
Board of Directors
Student Union, Inc.
Division of Student Affairs
Student Union, Inc.
211 South Ninth Street
San Jose, CA 95192-0155
TEL: 408-924-6350

STUDENT UNION, INC. BOARD OF DIRECTORS

Meeting Minutes
September 11, 2025
1:15 PM - 2:45 PM
In-person: Student Union Building, Conference Room 6

Voting Members Present: Kathryn Blackmer-Reyes, Aniya Dogra, Justin Duong, Mari Fuentes-Martin, Ed.D., Katelyn Gambarin, Glerys Gonzalez, Tabitha Hart, Siya Johal, Leo Lebedenko, Maureen Pasag, Jayeesh Tarachandani, Aditya Vishwakarma
Updated Attendance: Siya Johal left at 1:54 PM
Non-Voting Member Present: Jon Tucker, Seth Heller (Traineeship Position)

I. CALL TO ORDER
Director Duong called the meeting to order at 1:17 p.m.

II. ROLL CALL
A verbal roll call was completed. Quorum met.

III. APPROVAL OF SEPTEMBER 11, 2025, AGENDA
Director Duong asked for any changes to the agenda.

Request made to add an item to approve the appointment of Seth Heller, Board of Directors Trainee, to the vacant Student Board of Director position.

Director Duong asked for a motion to approve the agenda with the recommended change.
Motion: Director Gonzalez motioned to approve the agenda with the change.
Second: Director Tarachandani
Vote: 12 -0-0. Motion Passed.

IV. APPROVAL OF AUGUST 28, 2025, REGULAR MEETING MINUTES
Director Duong asked for any changes to the minutes.

Director Duong asked for a motion.
Motion: Director Heller motioned to approve the meeting minutes.
Second: Director Dogra
Vote: 12 -0-0. Motion Passed.

Procedural Note: *It was noted after the meeting that the motion to approve the August 28, 2025, meeting's minutes was made by a non-voting member, a procedural error. This approval is therefore invalid, and this action item will be ratified by a voting member at the October 16, 2025, meeting to be considered valid.*

V. PUBLIC FORUM
No public comments.

VI. DISCUSSION/ACTION

A. Approve Appointment of Seth Heller, Board of Directors Trainee, to the Vacant Student Board of Director Position

There was no discussion on this item.

Director Duong asked for a motion to approve
Motion: Director Gonzalez motioned to approve the appointment of Seth Heller to the vacant student board of director position.
Second: Director Vishwakarma
Vote: 12-0-0. Motion Passed.

B. Review and Approve the June 30, 2025, Financial Audit Draft by CohnReznick LLP

1. Required Communications and Audit Results- Fiscal Year 2025 Audit

Mr. Alves explained that the audit partner, manager, and senior staff presented to the Audit Committee and reported that the audit received a clean opinion, with no findings, deficiencies, or material weaknesses. It was noted that the Student Union had moved from a loss position in fiscal year 2024 to a profitable position in fiscal year 2025, reflecting a positive turnaround. A significant portion of the discussion focused on the implementation of GASB 101, which requires accounting for accrued compensated absences beyond vacation liability. This new standard necessitated a retrospective adjustment to the beginning balance of fiscal year 2024, which then carried forward into fiscal year 2025. The audit partner explained these adjustments in detail to the Audit Committee. It was confirmed that the requirement stemmed from the Governmental Accounting Standards Board.

Director Duong asked for a motion to approve the June 30, 2025, Financial Audit draft.
Motion: Director Heller motioned to approve the June 30, 2025, Financial Audit draft.
Second: Director Dogra
Vote: 13-0-0. Motion Passed.

C. Approval of Ad Hoc Committee for Bylaws Review: Membership and Process

- *The board will consider forming an ad hoc committee to review the bylaws, appoint members, and establish direction for the review process.*

Mr. Tucker discussed the process for reviewing and updating the bylaws, including the potential formation of an ad hoc committee to oversee this work. A regular review is important to ensure alignment with current operations, recent administrative changes, and the organization's strategic direction. The last review, in 2021, was a minor update. It was emphasized that the process should be board-driven, with committee recommendations presented for board consideration.

The Board discussed methods for conducting the review, including forming a new ad hoc committee, assigning the review to an existing standing committee, or having each committee review its relevant section annually. A consensus was reached that the Executive Committee would oversee the review, with flexibility to include other board members as needed.

It was also proposed that committees periodically review their sections of the bylaws to maintain ongoing relevance and avoid extensive future overhauls. The Board agreed that any member may propose bylaw changes at any time, with the Executive Committee coordinating the process.

Director Duong asked for a motion
Motion: Director Fuentes-Martin motioned to assign the review of the bylaws to the Executive Committee of the board.
Second: Director Duong
Vote: 13-0-0. Motion Passed.

VII. DISCUSSION

A. Update on Salary Data and Proposal for Full-time Student Union Inc. Employees
Mr. Tucker provided an update on the research for a salary increase proposal. He is working with the HR Manager to collect data to map Student Union positions to the CSU system's compensation structure, with the goal of creating a step system that mirrors the university. The work will address both immediate salary adjustments and a long-term compensation strategy. The previously approved budget contains approximately $400 thousand for these potential increases. A formal proposal with data and justifications is expected to be ready for review within the next two weeks.

B. Board of Director Member & Recruitment Updates
Director Johal discussed strategies to improve the recruitment of student directors. The current goal is to be more hands-on, increase the use of social media, and raise the overall visibility of the board, as many students are unaware it is a student-run organization. Several ideas were suggested to increase engagement and visibility, which included:

- Creating a display in the Student Union building with a group photograph and description of the Board of Directors.
- Hosting a "meet the board" type of event to interact directly with students.
- Developing a "State of the Union" address to showcase the board's accomplishments, responsibilities (such as overseeing the Event Center project), and the leadership opportunities available to student members.

VIII. EXECUTIVE DIRECTOR REPORT

Mr. Tucker reported on several key items:

- Event Center Feasibility Study: The first meeting with the architectural firm Perkins & Will has taken place. This begins a 5–6-month process to study the renovation of the Event Center, a project with a potential scope of over $100 million that will significantly reshape the campus. Work is beginning on cosmetic upgrades, including new paint,

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flooring, and graphics, as well as addressing roof leaks.

- New Hire: Lizzet Stone has been hired as the new Director of Facilities and IT. Her start date is October 31, 2025.
- Second Intramural Field: The Student Union is exploring a potential opportunity to build a second intramural field on South Campus on space that may become available from the Athletics Department.

IX. COMMITTEE REPORTS (1 minutes)

A. Audit Committee
Director Dogra reported that the committee approved the June 30, 2025, Financial Audit draft.

B. Facilities & Programs Committee
No report.

C. Finance Committee
The next meeting is on September 19.

D. Personnel Committee
No report.

X. BOARD OF DIRECTOR ANNOUNCEMENTS

A reminder was given about the University Budget Town Hall scheduled for next Tuesday.

It was announced that SJSU Votes will be hosting an event for National Voter Registration Day on Tuesday at Smith Carlos Lawn, and board members were encouraged to attend.

XI. MEETING ADJOURNMENT

Director Duong asked for a motion to adjourn the meeting.

Motion: Director Gambarin motioned to adjourn the meeting.
Second: Director Gonzalez
Vote: 12-0-0. Motion Passed.

The meeting adjourned at 2:09 p.m.

Signature: Justin Duong Date: 10.16.2025
Justin Duong, Board of Director Chair