





Minutes

Titan Student Centers Board of Trustees

 Wed February 3rd, 2021

 1:30pm - 3:30pm PST

 Zoom Meeting <https://fullerton.zoom.us/j/83875681771>

In Attendance

I. **Call to Order**

Nima Nikopour, TSC Board of Trustees Chair, called the meeting to order at 1:31 p.m.

II. **Roll Call**

Members Present: Budisantoso, Estephanian, Flowers, Garcia, Linares, Luo, Martin, Nikopour, Reveles, Sadat, Sanchez, Shabak, Wong

Members Absent: Lee

Liaisons Present: Allen, Masoud, Scialdone

Liaisons Absent: None

According to the ASI Policy Concerning Board of Directors Operations, attendance is defined as being present prior to the announcement of Unfinished Business and remaining until the scheduled end of the meeting.

* Indicates that the member was in attendance prior to the announcement of Unfinished Business but left before the scheduled ending of the meeting.

** Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business.

III. **Approval of Agenda**

Decision: (Sanchez-m/Garcia-s) Nikopour asked for a motion and second to approve bringing forward the immediate business item regarding the Appeal of Christopher Carlsen, Student Trustee. Nikopour asked of there were any objections. The amendment was approved by unanimous consent.

(Sanchez-m/Garcia-s) The agenda was approved by unanimous consent.

IV. Approval of Minutes

- a. **NONE**

V. Public Speakers

Members of the public may address Board of Directors members on any item appearing on this posted agenda and matters impacting students.

None

VI. Immediate Business

- a. **Appeal/Review of Christopher Carlsen's membership**

1. **The Board will hear an appeal from Christopher Carlsen and vote on his reinstatement**

BOT 005 20/21 (Wong-m/Estephanian-s) A motion was made and seconded to approve the reinstatement of Christopher Carlsen as Student Trustee effective upon confirmation of the ASI Board of Directors, through May 31, 2021.

Nikopour shared that pursuant to ASI Policy Concerning TSC Board of Trustees Operations, Chris is appealing his position being declared vacant. The position became vacant pursuant to ASI Bylaws and CSU Policy for Minimum GPA. Nikopour invited Carlsen to speak to his formal appeal for reinstatement. Carlsen read his appeal statement, which is an attachment to the minutes.

Nikopour opened the floor to questions for Carlsen.

- Linares shared that she spoke with Carlsen about his request for reinstatement. She asked if he reached out to his professor when he began feeling ill. Carlsen stated that he did not at that time.
- Dr. Martin asked Carlsen to clarify if there was more than one class that he experienced a WU grade.
- Linares shared that she was made aware of one class with a WU grade, but was not made aware of the second class and asked for clarification regarding Carlsen's communication. Carlsen shared the second class was the same situation as the class that he communicated.

Nikopour invited Keya Allen, Associate Executive Director, and Drew Wiley, Director, Leader & Program Development to speak to ASI Policy and Bylaws regarding student membership eligibility requirements. Allen yielded to Wiley.

Wiley shared ASI eligibility standards are set in ASI Bylaws and policy and are derived from CSU System-wide policy. Most Student Leaders are familiar with these guidelines as it is covered during candidacy.

- o Maintaining a 2.0 semester GPA continuously each semester starting the semester prior to election or appointment (this is the base set by CSU System-wide policy)
- o Maintaining a 2.5 CSUF GPA (courses taken at CSUF) continuously starting the semester prior to election or appointment
- o Earning at least 6 units of credit each semester (3 units for graduate students)
- o Completing one semester at CSUF before being able to run for office or apply for a position
- We process eligibility checks for our program
 - o At time of petition of candidacy or application
 - o When grades are due after Spring Semester
 - o When grades are due after Fall Semester
 - o We submit a list with all students needing to be checked
 - o Results are returned to us by the university
 - When a student comes back as ineligible
 - o We reach out to inform them of the results
 - o Ask if the results are accurate to their knowledge or if they think there is a mistake
 - o If the results are accurate, we inform the student that their position has been declared vacant and try to support them with resources available on campus

In Carlsen's situation he did not meet eligibility on January 4th when grades were checked. We reached out, he said he would work on it. Gave him a deadline of January 22nd. He did not meet that deadline. Informed him that his position was declared vacant. ASI Policy provides for an appeal and that is what we are here today to consider. Reinstatement requires a 3/4 vote.

Nikopour opened the floor to questions for Wiley.

- Linares asked Wiley to clarify the hierarchy of the minimum qualifications requirements from policy up through the CSU guidelines. Wiley confirmed and shared that ASI's 2.0 semester minimum GPA falls in line with the baseline CSU system-wide requirement.
- Reveles asked if reinstating Carlsen would go against CSU policy. Wiley shared that ASI's policy to allow an appeal process gives the opportunity

to consider

- Martin asked Wiley to speak to the communication between he and Carlsen during the timeframe given to correct the situation up to the deadline of Friday, January 22, 2021. Wiley clarified that he was in contact with Carlsen during the time extension, but unfortunately Carlsen was unable to meet the timeframe provided.

The Board of Trustees moved into discussion.

- Linares shared a personal situation that occurred during the onset of COVID and issues with her grades. She shared concerns relating to Carlsen's lack of transparency with the additional class that he did not disclose in his written appeal or during any conversations prior to the appeal.
- Sadat shared that the situation is problematic based solely on policy. She indicated that policy is not written to consider issues during a pandemic.
- Martin recognized the challenges all are facing in considering this situation. He shared that as Leaders we all have to hold each other accountable to the policies and requirements. He empathized, yet shared it is important to consider integrity of the Bylaws and the ethical duty to maintain the Bylaws. Each year students are faced with crisis and challenges. Carlsen was given support and was unable to meet the requirements.
- Budisantoso shared that student leaders are held to a higher standard in their leadership roles. Priority should be your academics and working towards your degree. During these unprecedented times it may be more challenging to manage the requirements of your position and your academic. Encouraged to spend time focusing on academics and when the time is right to reach out to participate in other opportunities.
- Reveles shared empathy with Carlsen and the situation. He reiterated the importance of holding to the integrity of the Bylaws and CSU policy.
- Shabak shared Carlsen shared his situation with he and Nikopour and shared he would be able to take care of the situation. Shabak shared he Carlsen was proactive daily during the month of January to try to get the grades corrected, however the CSUF was unable to help him.
- Linares spoke to Shabak's statement that Carlsen was unable to get assistance from the campus. She reiterated that Carlsen as Chair had access to ASI staff, VP Student Affairs, Provost, Athletic Academic Support and even President Virjee. She encouraged Carlsen to focus on his academics.
- Estephanian shared that one mistake does not define the character of a person. He said Carlsen called him when he was unable to get help through campus.
- Nikopour shared concerns with statements regarding ethics, he shared that Carlsen's grades as of right now are within guidelines. He shared concerns regarding the need to move forward for the BOT to fill vacant

positions and complete the work that needs to be done before the end of the year.

- Shabak shared a clarification that Carlsen reached out at the beginning of January not December. He shared concerns that the BOT is in a tough situation and there are vacant positions and this will be a detriment to the Board. He shared he would be voting for Carlsen.
- Sadat asked if there was a way to get an opinion from the Chancellor's Office regarding this process. She asked if the issue should be tabled to get more information to consider at a later time.
- Nikopour asked if Allen or Wiley could restate the reason for the process.
- Allen shared that this is a time for discussion. If there is a motion, the Chair can take that into consideration. Ultimately, Carlsen was given proper notice of his academic status, and ASI worked with him to give time to address the situation.

Nikopour asked if there were any objections to moving into a roll call vote to reinstate Christopher Carlsen as Student Trustee/Chair effective upon confirmation of the ASI Board of Directors, through May 31, 2021. Nikopour confirmed that the vote required a 3/4 vote. There were no objections.

Decision: BOT 005 20/21 (Wong-m/Estephanian-s) Roll Call Vote: 7-5-0 The motion to reinstate Christopher Carlsen as Student Trustee effective upon confirmation from the ASI Board of Directors, through May 31, 2021 was lost.

VII. Time Certain

- a. **NONE**

VIII. Reports

- a. **Chair**

Nikopour welcomed the leaders back for the spring semester. He urged the leaders to reach out if they have any questions about today's meeting. He reported that there are three vacant Student Trustee positions and that will be the focus of the Operations Committee and Board in the coming weeks.

- b. **Vice Chair for Facilities**

Shabak suggested members reach out if they have any suggestions for the open vacancies. The Committee will be looking into what programs can be completed this year.

- c. **Vice Chair for Operations**

- d. **Associate Executive Director**

Allen reviewed highlights from her written report, which is an attachment to the minutes.

e. **ASI Board of Directors Chair**

Linares reviewed the Board of Directors Leadership report which is an attachment to the minutes.

f. **ASI President**

Reveles reviewed the Executive Officer's report which is an attachment to the minutes.

IX. **Unfinished Business**

a. **NONE**

X. **New Business**

a. **Action: TSC Vice Chair Operations**

The TSC Board will elect a Student Trustee to serve as Vice Chair of the Operations Committee effective immediately through May 31, 2021.

BOT 006 20/21 Nikopour asked for a motion/second to table the appointment of a Student Trustee to serve as Vice Chair of the Operations Committee indefinitely to give members an opportunity to prepare. The Board will consider the item at a later time. (Garcia-m/Shabak-s)

Decision: BOT 006 20/21 (Garcia-m/Shabak-s) Roll Call Vote: 12-0-0 The motion to table the appointment of a Student Trustee to serve as Vice Chair of the Operations Committee indefinitely was adopted.

b. **Action: TSC Board of Trustees Spring Meeting Dates**

The TSC Board will approve the spring Board and Committee meeting dates.

BOT 00X 20/21 (Shabak-m/Sanchez-s) A motion was made and seconded to approve the TSC Board and Committee meetings for spring 2021.

Nikopour asked if there were any questions. None

Nikopour opened the floor to discussion. None

Nikopour asked if there were any objections to moving a roll call vote to approve the TSC Board and Committee meeting dates for spring 2021.

Decision: BOT 00X 20/21 (Shabak-m/Sanchez-s) Roll Call Vote: 12-0-0 The motion to approve the TSC Board and Committee meetings for spring 2021 was adopted.

XI. **Announcements/Member's Privilege**

°Budisantoso shared spring updates for graduate programs through the Alumni Association, Graduate Awards are open for nominations, Scholarships for returning students are available, Homecoming week is coming and those who participate will have an opportunity to win special prizes, and Dinner with 12 Titans starting soon.

XII. **Adjournment**

Nima Nikopour, Chair adjourned the meeting at 2:36 pm

Nima Nikopour

Nima Nikopour (Mar 1, 2021 16:08 PST)

Nima Nikopour, TSC Board of Trustees Chair

Susan Collins

Susan Collins, Recording Secretary

Roll Call 2020-2021

02/03/2021 TSCBOT MEETING

Attendance	TSCBOT Trustees (Voting Members)	
	Present	Absent
Student Trustee	VACANT	
Alumni Asso. Rep	BUDISANTOSO, JUSTINE	1
Student Trustee	VACANT	
Student Trustee	ESTEPHANIAN, DAVID	1
Student Trustee	GARCIA, MATTHEW	1
Student Trustee	VACANT	
RSA Rep.	LEE, KRISTEN	1
ASI BOD Rep.	LINARES, MARIA	1
AS/Faculty Rep.	LUO, TING	1
Univ. President's Rep.	MARTIN, LARRY	1
TSC Board Chair	NIKOPOUR, NIMA	1
ASI Pres. Rep.	REVELES, MARCUS	1
Student Trustee	SADAT, DELILAH	1
Student Trustee	SANCHEZ, ALISON	1
VC Facilities	SHABAK, SHAYAN	1
Student Trustee	WONG, BRANDON	1
	12	1

Attendance	TSCBOT Liaisons	
	Present	Absent
ASI Assoc Exec Dir	Allen	1
VP Admin & Fin Rep.	Masoud	1
VP Student Affairs Rep.	Scialdone	1
	3	0

Recording Secretary: Susan Collins

Roll Call Votes	005 - Reinstate Carlsen*			006 - TableVC Operations Table			007 - Meeting Schedule			
	Yes	No	Abstain	YES	No	Abstain	YES	No	Abstain	
Student Trustee	VACANT									
Alumni Asso. Rep	BUDISANTOSO, JUSTINE	1		1			1			
Student Trustee	ESTEPHANIAN, DAVID	1		1			1			
Student Trustee	GARCIA, MATTHEW	1		1			1			
Student Trustee	VACANT									
RSA Rep.	LEE, KRISTEN	Absent								
ASI BOD Rep.	LINARES, MARIA	1		1			1			
AS/Faculty Rep.	LUO, TING	1		1			1			
Univ. President's Rep.	MARTIN, LARRY	1		1			1			
VC Operations	VACANT									
ASI Pres. Rep.	REVELES, MARCUS	1		1			1			
Student Trustee	SADAT, DELILAH	1		1			1			
Student Trustee	SANCHEZ, ALISON	1		1			1			
VC Facilities	SHABAK, SHAYAN	1		1			1			
Student Trustee	WONG, BRANDON	1		1			1			
Chair	NIKOPOUR, NIMA	1		1			1			
		YES	No	Abstain	YES	No	Abstain	YES	No	Abstain
		7	5	0	12	0	0	12	0	0

3/4 Vote for reinstatement

9

From: Christopher Carlsen

Date: January 29th, 2021

To the Chair,

This is my formal appeal to the Board of Trustees to consider my reinstatement to the Board.

Since March, I have lived at home with my mother due to the COVID pandemic and because classes have been online. My mother is considered a frontline worker and goes into work and interacts with fellow employees and local community members frequently. Although there are COVID precautions at her office, like face mask requirements and social distancing requirements, due to her line of work many people at her office have tested positive for COVID. Around early December I woke up with a minor cough and headache. I didn't think anything of it and thought it was due to my lack of sleep. Around the same time my mother also experienced flu like symptoms. She got tested first because she works with other people. Her results didn't come in for 72 hours and in that time I also got tested. I continued to exhibit symptoms of COVID through the final week of classes and finals. This included headaches, body aches, fever and loss of taste. This made it difficult for me to complete my final class assignments, especially for one class since it required a 15-20 page final paper. Staring at my computer screen for more than 30 minutes made me have severe headaches and fatigue. Also, my mother experienced more severe symptoms due to her age (she is 61) and actually had to go into urgent care, where she was diagnosed with pneumonia. During this time, I was also caring for her because she spent a lot of time in bed as she was recovering. I was unable to complete my final assignment in the class and received a WU grade. The WU grade counts as a 0.0 and although I did well in my other classes, this brought my GPA down below a 2.0. After contacting the professor directly, explaining my medical situation during the last week of classes and finals, he told me to appeal to the Admissions & Records office by submitting a Petition for Retroactive Withdrawal. This would change the grade from a WU to a W, bringing my GPA up and making me eligible. I did this but was informed by the A&R office that petition process can take anywhere from 30-60 days to review and approve the petition. When the first week of classes began I scheduled a meeting to meet with my professor in his office hours. **Office hours for professors are not available before classes start.** After speaking with him on January 27th, he understood my situation and wanted to help me. He agreed to change my grade to an Incomplete and I would turn in the final paper at a new date. My transcript currently reflects that change, making me eligible to serve for ASI.

Serving on the board has been the single greatest honor of my undergraduate experience so far. I have taken great pride in the work I have been able to accomplish in ASI, I wish to continue this work. I hope the board considers my appeal and votes to reinstate me. The initial cause of my disqualification was a serious medical condition, and my transcript has since been updated and my GPA comports with the board's requirement.



Associate Executive Director Report

Keya Allen

February 03, 2021



CALIFORNIA STATE UNIVERSITY
FULLERTON™

Children's Center

- Offered individualized programming educational plans for 24 low income families.
- Offered 6 zoom session to program community.

Children's Center (cont.)

- Provided 20 resources including healthy meal ideas, activity plans, developmental activity plans and prerecorded group time sessions. Were offered via the ASI website to be used by campus community.
- Resubmitted reopening plan to begin offering in person services on 2/1/21, to meet the needs of our neediest families.

Leader & Program Development

- Homecoming Esports Tournaments & Activities, February 8 to 20
 - *Collab with Titan Rec*
- ASI Elections, March 9 and 10
- Virtual Social Justice Week, March 15 to 19
- Virtual Spring Concert, May 08

Student Recreation Center

- Revamped the Titan Recreation Portal and app to make it easier to navigate & register for classes.
- All spring 2021 programs are open for registrations on the portal
- Monthly emails being sent to all Titan Recreation members about upcoming events that month.

Titan Student Union

- Doing updates to the Return to Operations Plan
 - Possibly include 25% return in the Fall semester

ASI Scholarships

- ASI Scholarships applications are open
 - Deadline is Friday, March 5 at 4:00 pm

Contact asischolarships@Fullerton.edu for additional information or questions.

**TITAN STUDENT CENTERS
BOARD & COMMITTEE
SPRING MEETING SCHEDULE**

*The fall meetings of the TSC Board of Trustees and sub-committees shall be held virtually alternating on Wednesdays bi-monthly.
Please refer to the below schedule for specific dates and times.*

SPRING 2021

BOARD OF TRUSTEES

2/3/2021	1:30pm - 3:30pm
3/3/2021	
4/7/2021	
4/28/2021	

OPERATIONS COMMITTEE

2/17/2021	1:30pm - 3:00pm
2/24/2021	
3/10/2021	
3/17/2021	
4/14/2021	

FACILITIES COMMITTEE

2/17/2021	3:00pm - 4:30pm
3/17/2021	
4/14/2021	



The meetings of the Titan Student Centers Board of Trustees and Sub-Committees are open to the public and all students are encouraged to attend. Meetings will be facilitated through an online Zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

Spring Break 3/29 - 4/4 (Campus Closed 3/31 ~ Cesar Chavez Day)
Semester Exams 5/15 - 21/ 2021