

**STUDENT UNION, INC. BOARD OF DIRECTORS**

**Meeting Agenda**

**October 16, 2025**

**1:15 PM - 2:45 PM**

**In-person: Student Union Building, Conference Room 6**

**Zoom Link (Optional)**

**Join: <https://sjsu.zoom.us/j/84421433128?pwd=I5fsaxeKr8OaKSDB2eII33AVlUarOz.1>**

**Meeting ID: 844 2143 3128**

**Password: 221803**

**Telephone: +1 669 444 9171 or +1 669 900 6833 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 876 9923 or +1 646 931 3860 or +1 689 278 1000 or +1 301 715 8592**

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**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF OCTOBER 16, 2025, AGENDA**

**IV. APPROVAL OF AUGUST 28, 2025, REGULAR MEETING MINUTES**

- 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. APPROVAL OF SEPTEMBER 11, 2025, REGULAR MEETING MINUTES**

**VI. APPROVAL OF SEPTEMBER 25, 2025, SPECIAL MEETING MINUTES**

**VII. PUBLIC FORUM**

**VIII. DISCUSSION/ACTION**

**A. Approve Fiscal Year 25-26 Additional Positions and Operating Funds as Recommended by the Personnel and Finance Committees**

**B. Approve the Vacation Leave Accrual Changes as Recommended by the Personnel Committee**

- To enhance employee recruitment, retention, and morale, adjustments to vacation leave accrual are proposed. The revised policy aligns more closely with peer institutions and supports work-life balance and equity.

**C. Adoption of Relocation Policy for New Hires as Recommended by the Personnel Committee**

- This policy is intended to provide consistent guidelines and support for employees who relocate as part of their employment with the Student Union. Relocation information was previously included in the Employee Handbook; however, formalizing it as a standalone policy will provide greater clarity, consistency, and transparency in its implementation.

**D. Approve Catastrophic Leave Policy Updates as Recommended by the Personnel Committee**

*The Student Union Board of Directors is a public body, and members of the public have a right to attend and participate in its meetings. This schedule is established as a best approximation of how long each scheduled meeting will take to complete its business. Depending on the length of the discussions, which are not possible to predict with precision in advance, the scheduled meeting times indicated may vary widely. The public is advised to take this uncertainty into account in planning to attend any meeting listed on this schedule.*

**E. Approval of Automatic Adjustments to the Student Assistant Wage Schedule in Response to City of San Jose Minimum Wage Increases as Recommended by the Personnel and Finance Committees**

- Consideration to automatically adjust the Student Assistant wage schedule to align with any increases in the City of San Jose's minimum wage. This ensures compliance with local wage laws and maintains equitable compensation for student employees without requiring separate action for each adjustment.

**F. Approval to Advocate for Increased IRA Funding for Club Sports and Intramural Sports as Recommended by the Finance Committee**

**G. Adoption of the Club Sports Contingency Funds Policy as Recommended by the Finance Committee**

**H. Adoption of the Procurement Policy as Recommended by the Finance Committee**

- This is a new policy which will replace the current Purchasing Procedures and Bid Process document.

**I. Approve Club Sports Handbook as Recommended by the Facilities & Programs Committee**

**IX. DISCUSSION**

**A. By-Laws and Executive Committee**

**X. EXECUTIVE DIRECTOR REPORT**

**XI. COMMITTEE REPORTS (1 minutes)**

**A. Audit Committee**

**B. Facilities & Programs Committee**

**C. Finance Committee**

**D. Personnel Committee**

**XII. BOARD OF DIRECTOR ANNOUNCEMENTS**

**XIII. MEETING ADJOURNMENT**