



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Personnel Committee
Special Zoom Link:
<https://csusb.zoom.us/j/83660405914>
January 6, 2025 – 11:00am**

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes
 - a. December 17, 2024 Meeting
4. Open Forum
5. Adoption of Agenda

NEW BUSINESS:

PC 16/25 Interview student representative candidates and select those who will move forward to interview at the SMSU Board of Directors meeting on January 22, 2025. Term Length: January 22, 2025 – May 7, 2025 (Action, Felix)

Announcements

Adjournment



**California State University, San Bernardino
Santos Manuel Student Union Board of Directors
Personnel Committee
December 17, 2024**

MINUTES

- Members Present:** Angelica Agudo, Jesse Felix, Jocelyn Paz, Jennifer Puccinelli
- Members Absent:** Paz Oliverez
- Staff Present:** Elizabeth Junker, Maria Elena Najera-Neri
- Call to Order:** The meeting was called to order at 10:04 a.m.
- Roll Call:** A verbal roll call of members was conducted; quorum was met.

Approval of Minutes:

M/S Agudo/Felix to approve the minutes from September 20, 2024 meeting.

Motion passed.

Open Forum: There were no speakers for open forum.

Adoption of Agenda:

M/S Agudo/Felix motion to strike PC 14/25 Approval to retire Complaint Procedure from the agenda. *Motion passed.*

M/S Agudo/Felix motion to adopt agenda as amended.

Motion passed.

NEW BUSINESS:

PC 11/25 Review and select student representative candidates to interview at the January 22, 2025, SMSU Board of Directors Meeting. Term Length: January 22, 2025 – May 7, 2025 (Action, Felix)

M/S Felix/Agudo motion to open PC 11/25 Review and select student representative candidates to interview at the January 22, 2025, SMSU Board of Directors Meeting. Term Length: January 22, 2025 – May 7, 2025 (Action, Felix)

A discussion ensued by the committee members regarding the applicants. Committee opted to interview all applicants before they make their recommendation of who they would like to bring to the full board for final interviews.

M/S Felix/Agudo motion to table PC 11/25 Review and select student representative candidates to interview at the January 22, 2025, SMSU Board of Directors Meeting. Term Length: January 22, 2025 – May 7, 2025.

PC 12/25 Review and approval of the new Alumni Representative candidate for the SMSU Board of Directors. Term Length: January 22, 2025 – May 7, 2025 (Action, Felix)

M/S Felix/Agudo motion to open PC 12/25 Review and approval of the new Alumni Representative candidate for the SMSU Board of Directors. Term Length: January 22, 2025 – May 7, 2025.

ED Felix provided some background information on the Alumni representative candidate Edgar Lopez and what skills and perspective he would bring to the board. A conversation ensued by the committee.

Roll Call Vote: 3 – In-Favor 0 – Opposed 0 – Abstension
Motion passed.

PC 13/25 Approval of Employee Reference Policy (Action, Puccinelli)

M/S Jesse/Agudo motion to open PC 13/25 Approval of Employee Reference Policy.

ED Felix deferred his time to Ms. Puccinelli Ms. Puccinelli discussed a new Employee Reference Policy that will be presented to the Board for approval. The policy differentiates between SMSU-provided recommendations and personal references given by employees. Official letters of recommendation must go through Jenny Puccinelli, HR Manager to ensure the employee's record is reviewed for issues such as write-ups or termination for cause. For employment verifications, only job titles, dates of employment, and job duties will be confirmed unless a release is provided. Personal references must clearly indicate that the employee is speaking in a personal capacity and not on behalf of SMSU.

Roll Call Vote: 3 – In-Favor 0 – Opposed 0 – Abstension
Motion passed.

PC 15/25 Review financial impact of health benefits for 24-25 fiscal year (Discussion, Najera-Neri)

M/S Felix/Agudo motion to open PC 15/25 Review financial impact of health benefits for 24-25 fiscal year.

The Personnel Committee discussed the 2024 and 2025 employee health benefits and related premium increases. It was noted that premiums will rise across all categories in 2025, with a 7.8% overall increase. Most employees use Kaiser or Blue Shield plans, with very few paying out-of-pocket costs due to their plan selection. The committee highlighted that SMSU's health premiums remain lower than campus rates due to their CalPERS package, and employees are notified of premium changes during open enrollment, allowing them to adjust plans as needed.

Announcements

- No announcements.

Adjournment – M/S Felix/Agudo motion to adjourn the meeting at 10:38 a.m.

Reviewed and respectfully submitted by:

Jocelyn Paz, Committee Chairwoman

Date

**Student Representative Candidates
Interview Schedule
Monday, January 6, 2024**

Time	Name	Major	Class Level	Anticipated graduation
11:00am – 11:10am	Sophia Garcia	Health Services Administration	Undergrad Student	May 2027
11:10am – 11:20am	Sukhpreet Kaur	Computer Science	Post-Baccalaureate	August 2026
11:20am – 11:30am	Robinpreet Singh Waraich	Computer Science	Undergrad Student	May 2029
11:30am – 11:40am	Kimberly Rosas	History (Pre-Credential)	Undergrad Student	May 2026
11:40am – 11:50am	Teniola Akinyemi	Biology	Undergrad Student	2028
11:50am – 12:00pm	Olivia Ferguson	BFA Design, Marketing Concentration	Undergrad Student	2027

Applicant #1

Full Name: Teniola Akinyemi

Coyote ID: 008653158

Email: bestakinyemi208@gmail.com

Phone: [REDACTED]

Mailing Address: [REDACTED]

Major: Biology

2024-2024 Class Level: Undergraduate Student

Anticipated Graduation Date: 2028

What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

An experience I would bring is a different outlook, from a woman of color. A skill I would bring is my ability to mediate an argument/discussion.

What do you hope to achieve as an SMSU Board of Director Student Representative?

What I hope to achieve as a student representative is find ways to encourage low income to immigrant to speak up about how the school can help them be better.

Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I have community service experience, and I also have been in leadership positions in high school.

Attached resume? Yes

Teniola Akinyemi

Customer Service Representative

I am a very hardworking lady looking for way to help your company work more efficiently.

✉ bestakinyemi208@gmail.com

📍 San Bernardino, United States

📱 [REDACTED]

🌐 [linkedin.com/in/best-akinyemi-446293327?utm_source=share&utm_campaign=share_via&utm_content=profile&utm_medium=ios_app](https://www.linkedin.com/in/best-akinyemi-446293327?utm_source=share&utm_campaign=share_via&utm_content=profile&utm_medium=ios_app)

EDUCATION

Bachelors in biology

California state university San Bernardino

08/2024 - Present

San Bernardino, California

WORK EXPERIENCE

Crew member

Baskin Robbins

11/2022 - Present

San Bernardino, California

Achievements/Tasks

- Customer Service
- Cash handling
- Maintaining cleanliness in my surroundings

SKILLS

Problem solving

adapatabilty

communications skills

Efficiency

punctuality

ORGANIZATIONS

Sahaba initiative (02/2023 - Present)

volunteer

LANGUAGES

Yoruba

Full Professional Proficiency

English

Full Professional Proficiency

Spanish

Limited Working Proficiency

Korean

Elementary Proficiency

INTERESTS

baking

shopping

reading

Applicant #2

Full Name: Olivia N Ferguson

Coyote ID: 008218828

Email: fergie.olivia23@gmail.com

Phone: [REDACTED]

Mailing Address: [REDACTED]

Major: BFA Design, Marketing Concentration

2024-2024 Class Level: Undergraduate Student

Anticipated Graduation Date: 2027

What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

I bring a combination of leadership, creativity, and organizational skills that make me a strong candidate for the Student Representative position on the SMSU Board of Directors. My church worship leader experience has honed my ability to guide groups effectively, listen to diverse perspectives, and foster a sense of community—skills directly applicable to representing and advocating for the student body.

As a design major specializing in marketing, I have a strong understanding of branding and communication, which are essential for engaging students and promoting SMSU initiatives. My involvement with InterVarsity, where I've designed flyers for social media, demonstrates my ability to connect with a wide audience and create impactful messaging.

What do you hope to achieve as an SMSU Board of Director Student Representative?

As an SMSU Board of Director Student Representative, I hope to foster an inclusive and engaging environment where every student feels heard and valued. My primary goal is to act as a bridge between the student body and the SMSU Board, ensuring that student voices are at the forefront of decision-making.

I aim to support initiatives that enhance student life by advocating for diverse programming, accessible resources, and spaces that promote creativity, collaboration, and wellness. I also hope to increase student awareness of and participation in SMSU events and services, utilizing my background in design and marketing to create effective outreach campaigns.

Ultimately, I want to leave a lasting impact by contributing to projects that reflect our student community's evolving needs and aspirations, making SMSU a hub of connection and opportunity for everyone on campus.

Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I have actively engaged in roles that showcase my commitment to leadership, creativity, and community impact. As a worship leader at my church, I've cultivated strong leadership skills by organizing and guiding teams, fostering collaboration, and creating meaningful experiences for others. This role has taught me the importance of adaptability, active listening, and empathetic leadership.

In addition, I manage a small crochet business, which has strengthened my entrepreneurial and organizational abilities. I often fulfill custom orders, balancing creativity with client satisfaction, and this experience has deepened my understanding of time management and problem-solving.

My involvement with InterVarsity has also allowed me to contribute creatively to campus life by designing social media flyers that effectively communicate events and build community. These efforts align with my passion for making spaces welcoming and engaging for others.

Through my academic pursuits and extracurricular activities, I have demonstrated a dedication to serving and uplifting those around me, which I would bring to my role as an SMSU Board of Director Student Representative.

Attached resume? Yes



OLIVIA FERGUSON

fergie.olivia23@gmail.com | [REDACTED] | Fontana, CA 92336

Summary

Energetic university student studying Design Marketing with a growing interest in sales. Strong in customer engagement, with excellent communication, problem-solving, and teamwork skills. Eager to apply my enthusiasm and soft skills to drive sales, support team goals, and build positive client relationships.

Skills

- Territory Management
- Performance Tracking
- Customer Targeting
- Closing Techniques

Experience

Kumon Learning Center | Fontana, CA • Prepared and administered tests to assess student understanding of course material.

Tutor
04/2023 - 12/2024

- Conducted individual tutoring sessions with students to help them improve their academic performance.
- Demonstrated various teaching techniques to engage students in the learning process.
- Assisted students in developing effective study habits and strategies for success in school.

TruConnect | San Bernardino, CA • Developed relationships with clients through door-to-door sales visits.

Direct Marketing Sales Representative
03/2024 - 08/2024

- Greeted potential customers and identified their needs.
- Negotiated terms of sale with customers.
- Provided detailed product information and answered questions.
- Resolved customer complaints in a timely fashion.

Education and Training

California State University - San Bernardino | San Bernardino, CA

Bachelor of Arts in Design Marketing

Expected in 12/2026

Activities and Honors

- Black Scholars Program
- Church worship Leader
- Student African American Sisterhood Vice President

Applicant #3

Full Name: Sukhpreet Kaur

Coyote ID: 008785069

Email: sukhpreetdhillon1780@gmail.com

Phone: [REDACTED]

Mailing Address: [REDACTED]

Major: Computer science

2024-2024 Class Level: Post-baccalaureate Student

Anticipated Graduation Date: August 2026

What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

I would bring good communication skills, strong organization, and a real interest in improving the student experience to the SMSU Board. I understand how important places like the bowling area, food court, and study spaces are for students. I am committed to sharing student ideas, encouraging involvement, and making sure these spaces stay useful and welcoming for everyone.

What do you hope to achieve as an SMSU Board of Director Student Representative?

As an SMSU Board of Directors student representative, I hope to create a more welcoming and engaging environment for all students. I want to ensure the facilities and services, like the study spaces, food court, and recreational areas, continue to meet students' needs. My goal is to bring new ideas, encourage more student involvement, and make SMSU a place where everyone feels supported and connected.

Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I have always valued leadership and community service. I was a part of the Scouts and Guides for seven years, during which I received the prestigious Rajya Puraskar award, signed by the President, for my leadership and contributions to a community service project. During my undergraduate studies, I also served as the leader of two clubs—the Placement Club, where I helped students prepare for job opportunities, and the Cultural Club, where I organized events to bring students together. These experiences have strengthened my leadership skills and my ability to connect with and support others.

Attached resume? Yes



Sukhpreet Kaur

Student

Creative :-I use a creative approach to solve a problem



sukhpreetdhillon1780@gmail.com



linkedin.com/in/sukhpreet-kaur-15a871200



github.com/Sukhpreet123

SKILLS

Clear Communication

Organization & Time Management

Multitasking

Teamwork & Independence

Flexible Work Style

LANGUAGES

Punjabi
Native or Bilingual Proficiency

Hindi
Native or Bilingual Proficiency

English
Professional Working Proficiency

INTERESTS

Community Engagement

Team Building

Learning New Technologies

Travel and Cultural Exploration

EDUCATION

Masters in Computer Science

California State University San Bernardino

08/2024 - Present

Expected completion 2026

Bachelor of Technology (B.Tech) in Computer Science

Punjab Technical University

08/2019 - 07/2023

Punjab

Computer Science and Engineering

CGPA : 8.57

WORK EXPERIENCE

Data analyst

A2IT-interacted with clients

01/2023 - 08/2023

Chandigarh

Contact : Ms Hardeep Kaur - +91 78141 41400

Teacher

Government elementary school Karhal Khurd

09/2023 - 04/2024

Kapurthala

Taught children aged 4-11, creating a positive and supportive learning environment

Contact : Mrs Navtej Kaur - +91 84276 33500

Dispensary Helper (First Aid and Medication Assistance)

Jawahar Navodaya Vidyalaya

03/2014 - 04/2019

Achievements/Tasks

Administered first aid and distributed prescribed medications

Contact : Mrs.Rajwant Kaur - +91 99147 33722

TOOLS AND TECHNOLOGIES

Object oriented programming language - C++,Data structures and algorithm

HTML,CSS ,Javascript and BOOTSTRAP

Proficient in Microsoft Word and essential software tools

CERTIFICATES

Data Science Tools-IBM (12/2023)

Internship in Data Science-Dev Town (10/2023)

CHATBOT

ACHIEVEMENTS

CSE Placement Club and CSE Cultural Club(PTU) (2023)

I served as the Lead Member

Rajya Puraskar-Jawahar Navodaya Vidyalaya (2016)

I'm honored to receive the Rajya Puraskar award, signed by the President, recognizing my leadership and the impact of my community service project.

Applicant #4

Full Name: Robinpreet Singh Waraich

Coyote ID: 008495260

Email: 008495260@coyote.csusb.edu

Phone: [REDACTED]

Mailing Address: [REDACTED]

Major: Computer Science

2024-2024 Class Level: Undergraduate Student

Anticipated Graduation Date: 20 May 2029

What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

As a candidate for the Student Representative position on the SMSU Board of Directors, I bring a blend of leadership, communication, and organizational skills honed through diverse professional experiences.

My time as a Gym Trainer at Pro Ultimate Fitness (August 2022 – May 2023) emphasized my ability to build trust and foster meaningful relationships through regular communication and personalized solutions. I consistently created a positive, motivational environment, demonstrating my aptitude for understanding and addressing individual needs—qualities essential for representing and advocating for a diverse student body.

In my role as a Front Desk Receptionist at Ramada Hotel, I developed exceptional organizational and interpersonal skills by managing appointments, maintaining a welcoming environment, and delivering outstanding service. These experiences taught me to handle responsibilities with professionalism and grace, particularly in high-pressure situations.

Additionally, my tenure as a Sales Associate at Zara provided valuable customer service experience and strengthened my problem-solving abilities. I effectively engaged with individuals, addressed concerns, and fostered loyalty—skills that directly translate to engaging with students and addressing their needs as a representative.

Finally, my volunteer work in a Sustainable Development Program reflects my commitment to meaningful change and collaborative efforts to benefit the community. These experiences have shaped my ability to work as part of a team, plan impactful initiatives, and maintain a solutions-oriented mindset.

In summary, my diverse background equips me with the skills and perspective necessary to represent the student community effectively. I am eager to contribute my energy, insights, and dedication to the SMSU Board, ensuring the voices of all students are heard and valued.

What do you hope to achieve as an SMSU Board of Director Student Representative?

As an SMSU Board of Director Student Representative, I aim to be a proactive voice for the student body, fostering a more inclusive, innovative, and engaging campus community. My primary goal is to ensure that all students feel heard, valued, and empowered by creating meaningful connections between the student population and university leadership.

I hope to achieve three key objectives during my term:

Amplify Student Voices: I intend to create accessible platforms—such as open forums, surveys, or regular outreach programs—where students can express their concerns, ideas, and aspirations. By actively listening to their input, I will bring forward their diverse perspectives to inform decision-making at the board level.

Enhance Campus Resources: Recognizing the challenges students face, I aim to advocate for initiatives that improve access to mental health services, academic support, and extracurricular opportunities. By prioritizing student well-being and holistic development, I hope to contribute to an environment where everyone can thrive academically, socially, and personally.

Promote Sustainability and Innovation: Building on my prior experience with a program aimed at promoting sustainable development, I will champion environmentally conscious policies and innovative projects that align with the university's vision for the future. This includes advocating for sustainable campus practices and encouraging student-led innovation to address pressing global challenges.

Ultimately, my vision is to strengthen the connection between students and the university's leadership, ensuring that policies and initiatives align with the needs and aspirations of the student community. By fostering collaboration, transparency, and inclusivity, I hope to leave a lasting impact that enhances the overall student experience at SMSU.

Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I bring a well-rounded set of experiences in leadership, community service, and professional engagement that I believe will enhance my ability to serve as an SMSU Board of Director Student Representative.

Leadership and Teamwork: My role as a Gym Trainer at Pro Ultimate Fitness (August 2022 – May 2023) required me to lead by example, tailoring workout plans to individual needs and fostering a motivating and inclusive environment. These experiences developed my ability to inspire others, work collaboratively, and lead with empathy—skills I aim to bring to this role as a student advocate.

Professional Excellence: Working as a Front Desk Receptionist at Ramada Hotel and a Sales Associate at Zara, I honed my organizational and communication skills in dynamic, high-pressure environments. Whether managing client interactions, resolving issues, or ensuring smooth operations, I learned to prioritize professionalism and adaptability—qualities critical for navigating the challenges of board-level responsibilities.

Community Service: My volunteer experience with a Sustainable Development Program reflects my deep commitment to community betterment. Supporting event planning, maintaining operational efficiency, and engaging with diverse groups taught me the value of collaboration and the importance of making meaningful contributions to society.

Diverse Perspectives: Having worked in varied roles across industries, I bring a unique ability to understand and represent the needs of individuals from diverse backgrounds. This perspective enables me to be a compassionate and effective advocate for students at SMSU, ensuring their concerns are addressed and their voices amplified.

Overall, these experiences have equipped me with the interpersonal skills, work ethic, and passion for leadership necessary to serve on the SMSU Board of Directors. I am eager to bring this dedication to the role and contribute to the continued success of the SMSU community.

Attached resume? Yes

ROBINPREET WARAICH

Robinpreet27011@gmail.com | [REDACTED]

San Bernardino, CA 92407

WWW: [Bold Profile](#)

EDUCATION

California State University, San Bernardino - San Bernardino, CA

Expected in 05/2029

Bachelor of Science: Computer Science

- 3.9 GPA
- Ranked in Top 10% of class

PROFESSIONAL SUMMARY

Dynamic professional with a proven track record in customer service and front office management, notably at Ramada Hotel. Excelled in creating welcoming environments and streamlining check-in processes, enhancing guest satisfaction. Skilled in data entry and possessing strong listening skills, adept at problem-solving and improving operational efficiency.

SKILLS

- Customer service
- Time management
- Data entry
- Administrative skills
- Front office management
- Attention to detail
- Listening skills
- Problem-solving skills
- Hospitality services

PROFESSIONAL EXPERIENCE

Gym Trainer | Pro Ultimate Fitness - Punjab, India

08/2022 - 05/2023

- Built strong relationships with clients through regular communication, follow-ups, and progress updates, fostering loyalty and trust.
- Reduced injury risk for clients by teaching proper exercise techniques and safety guidelines.
- Increased gym membership retention by fostering a positive and motivating workout environment.
- Enhanced gym member satisfaction with consistent, reliable support and assistance during their workouts.
- Tailored workout programs to individual clients based on age, weight, goal and physical shortcomings.

Front Desk Receptionist | Ramada Hotel - Punjab, India

11/2020 - 05/2022

- Greeted guests at front desk and engaged in pleasant conversations while managing check-in process.
- Maintained organized and clean front office area to create professional and welcoming environment for visitors and employees.
- Scheduled, coordinated and confirmed appointments and meetings.
- Delivered outstanding first impressions by warmly greeting visitors upon arrival at the front desk.

Sales Associate | Zara - Punjab, India

02/2018 - 10/2020

- Organized racks and shelves to maintain store visual appeal, engage customers, and promote specific merchandise.
- Handled cash transactions efficiently while adhering to company cash handling policies, ensuring accuracy in all financial exchanges.
- Built relationships with customers to encourage repeat business.
- Managed returns, exchanges and refunds in accordance with store policy.

Volunteer | Program Aimed at Promoting Sustainable Development - Punjab, India

06/2017 - 11/2017

- Assisted with special events and programs.
- Maintained clean, neat, and operational facilities to serve program needs.
- Supported engaging, fun, and smooth-running events by helping with organization and planning.
- Used strong interpersonal communication skills to convey information to others.
- Represented organization positively and professionally while providing community with much-needed services.

ACCOMPLISHMENTS

- Collaborated with team of 7 in the development of Customer Satisfaction .

ATHLETIC

Engaging in athletic activities like running, boxing, and gym workouts has been a transformative part of my life, helping me build both physical and mental resilience. Each activity challenges me in unique ways and contributes to my overall well-being, discipline, and personal growth.

Running has taught me the value of perseverance and goal-setting. Whether training for a specific distance or simply aiming to improve my stamina, running has instilled in me the importance of consistency and pushing through limits. It serves as a mental reset, boosting my focus and energy for other aspects of life.

Boxing, on the other hand, has been a source of strength and self-confidence. It's not just about physical strength but also strategic thinking and quick decision-making. Through sparring and drills, I've developed improved reflexes, endurance, and a greater sense of self-discipline. Boxing has also fostered a sense of camaraderie, as teamwork and respect are integral to the sport.

Gym activities have provided a structured way to enhance my overall fitness, from strength training to improving flexibility. Each workout session is a step towards building a healthier body and mind. It's also taught me the importance of balance—understanding when to push myself and when to prioritize recovery.

Collectively, these athletic pursuits have shaped me into a more determined and focused individual. They've helped me develop a mindset where challenges are opportunities for growth, making me more prepared to tackle obstacles both in personal life and in my

professional aspirations.

LANGUAGES

English

Native or Bilingual

Hindi

Native or Bilingual

Punjabi

Native or Bilingual

VOLUNTEER WORK

- Assisted with special events and programs.
- Maintained clean, neat, and operational facilities to serve program needs.
- Supported engaging, fun, and smooth-running events by helping with organization and planning.
- Used strong interpersonal communication skills to convey information to others.

INTERESTS

- Enjoy hobbies that combine physical activity with outdoor exploration.
- Fundraising Events
- I participate in a variety of outdoor recreational activities.
- Video Gaming
- Hiking
- Creating digital artwork using software like Photoshop, Illustrator, or Procreate.
- Coding and Programming

Applicant #5

Full Name: Sophia Garcia

Coyote ID: 008300377

Email: 008300377@coyote.csusb.edu

Phone:

Mailing Address:

Major: Health Services Administration

2024-2024 Class Level: Undergraduate Student

Anticipated Graduation Date: May, 2027

What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

As a Student Representative, the skills I bring to the Board of Directors is my ability to lead, organize, collaborate, and support others. As a Resident Assistant, I have built connections and community among residents through planned events such as Paint & Plant, Chocolate Y Chimse, and The Asada. These programs have allowed residents to not only get to know me better but their peers, de-stress from starting college and moving out from home, and learning more about their culture. In addition I provide support and resources to residents through monthly bulletin boards, a group chat and individual meetings, and constant communication about events and resources on campus. Furthermore as an RA, I created a safe space for residents on my floor to discuss any needs or issues that they may have during their time at CSUSB. While a large part of my responsibilities were with residents, there were other duties I had to fulfill such as maintaining safety and addressing housing concerns. While my role as an RA was more independent, working as a Programming Chair for Coyote Village Dorm Council has allowed me to work with a team to manage budgets and create engaging programs that allow for a fun and inclusive environment. Two of the events that were most impactful were Shrink-It! and Friendsgiving. With these events, I had to collaborate with the Residence Halls Association and Arrowhead Village Dorm Council to split responsibilities, manage times, budgeting, and program evaluation to ensure a successful event. Lastly, Upward Bound has taught how to support students through data/feedback and build connections with students through outreach initiatives. These experiences have allowed me to demonstrate my ability to lead, organize, collaborate, and support both my peers and students. I am eager to bring my experiences and skills to the SMSU Board of Directors.

What do you hope to achieve as an SMSU Board of Director Student Representative?

As a Student Representative, I aim to improve the hours of operation, improving capacity of events, and improving the experience of commuter students. As a Resident Assistant, I have received feedback from residents on hours of operation not aligning with student schedules. They wish for the SMSU to be open later, especially on weekends, since students are looking to do more on campus. Students have also felt discouraged to attend events and workshops due to the long queue times showcasing the need to expand the capacity of these events. Lastly, through my work with resident students, I have learned that the commuter experience is not the same. Students who commute feel disconnected from the college experience due to events and workshops not being oriented towards them.

For example, I was planning an event, The Asada, where students were connected to resources, participated in hands-on festivities, and received food. Originally, this event was only catered towards residents until the SMSU LatinX Center collaborated with us which allowed for commuter students to participate. The SMSU has the ability to collaborate with different departments to open up these events to all students. So my goal as a Student Representative is to expand the operating hours of the SMSU, expand the capacity of events and workshops, and address the issue of commuter students not feeling included. An additional goal I would love to achieve would be to showcase more of what the SMSU provides for the student body such as the centers, events, and workshops that many are not aware of. I look forward to opening up the discussion on tackling these issues.

Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I actively involve myself in the campus community not only as a student through attending events, clubs, and programs but also through my work and organizational roles. As a College Corps Fellow, I served 450 hours for education with Upward Bound as I entered college. This has translated to my current role as a Resident Assistant, where I help my freshman students navigate their first year of college. I proudly advertise CSUSB through college tours and open discussions with students. Furthermore, as a Junior Board Member of the Student Veteran Organization (SVO), I have helped to promote the Veterans Success Center, resources on campus, and host events catered to veterans and dependents. As a student at CSUSB, I involve myself in various programs such as volunteer work, clubs, events and workshops. Not only do I receive feedback from students through my job, but I experience CSUSB as a student. I am dedicated to supporting our campus and the student body by continuing to involve myself. These roles have allowed me to develop strong organizational and communication skills which highlight my dedication to supporting our campus and the student body as well as my ability to balance leadership roles with academic commitments.

Attached resume? Yes

Sophia Garcia

008300377@coyote.csusb.edu · sophgarcia.2023@gmail.com

EDUCATION

California State University of San Bernardino

2023-Present

Second Year, Health Services Administration Major
University Honors Program

Eisenhower High School

2020-2023

GPA: 4.53

Rank: #10, Distinguished Scholars

AWARDS & CERTIFICATIONS

Awards

- Seal of Biliteracy in Spanish Language
- 23/24 College Corps: Committed to Service Award, Completion of Service Award
- 23/24 Village Council: Member of the Month Award, 1 Year of Service Award
- Dean's List Spring Semester 2024

Certifications

- Preventing Bullying in Youth
- Preventing Sexual Activity in Adolescents

SKILLS

- Excellent Communication
- Problem-Solving
- Organization & Time Management
- Proficient in Office 365
- Event Planning
- Program Proposals/Evaluations
- Bilingual in Spanish and English
- Works well in both independent and team projects.

REFERENCES

Ricardo Elias

Academic Support Coordinator
Upward Bound Program
Email: ricardo.elias@csusb.edu

Elizabeth R. Webb, MS.Ed

Area Coordinator for Coyote Village/Building 2
Department of Housing and Residence Education
Email: Elizabeth.Webb@csusb.edu

PROFESSIONAL EXPERIENCE

Upward Bound - Student Assistant I

June 2024 - Present

- Performed weekly grade checks for program participants.
- Filed records for graduated, current, and incoming students.
- Managed student data and logs in the Blumen database.
- Communicated program updates and event reminders to students and parents.

Department of Housing and Residential Education - Resident Assistant

August 2024 - Present

- Built community and connections among residents through events.
- Provided support and information via GroupMe and in-person communication.
- Designed and maintained floor decorations, name tags, and monthly bulletin boards.
- Planned and hosted programs for residents on the floor.
- Attended weekly team meetings and one-on-one sessions with area and student coordinators.
- Served on-call duty shifts (5 PM–8 AM) to assist with lockouts, maintenance issues, and housing concerns, while conducting rounds to ensure safety in communal spaces.

Student Veteran Organization - Junior Board Member

August 2024 - Present

- Participated in bi-weekly meetings to plan tasks, projects, and initiatives.
- Promoted the organization and Veterans Success Center through tabling efforts.
- Assisted in organizing and running events for veterans and dependents.
- Supported SVO's mission to foster academic, social, and career success for veterans, servicemembers, ROTC cadets, and their dependents.

Coyote Village Dorm Council - Programming Chair

August 2024 - May 2024

- Planned and organized programs for residents.
- Managed resources such as semester budget, locations, and required materials for the program.
- Completed proposal submissions, receipt returns, and program evaluations.
- Communicated/collaborated with the council to develop ideas and receive feedback from council members and residents.
- Attended weekly meetings with Resident Halls Association, village council, area coordinator, and co-opposite.

College Corps - Fellow at Upward Bound

September 2023 - May 2024

- Systemized Excel sheets containing comprehensive parent and student contact details, preferences, and attendance records.
- Entered new paperwork into Blumen encompassing all student and parent information.
- Established meaningful connections with students/parents through weekly outreach calls, informing them about the program including tutoring hours, upcoming monthly events, and updating their contact information and preferences.
- Assisted with service opportunities such as campus tours with CAL-SOAP, book cleaning project, and tabling.

Applicant #6

Full Name: Kimberly Rosas

Coyote ID: 008611116

Email: 008611116@coyote.csusb.edu

Phone: [REDACTED]

Mailing Address: [REDACTED]

Major: History Pre-Credential

2024-2024 Class Level: Undergraduate Student

Anticipated Graduation Date: May 2026

What relevant experience or skills would you bring to your appointment as a Student Representative on the SMSU Board of Directors?

Currently, I am a College Corps fellow with CSUSB College Corps. In this program, I apply my communication skills and role as a leader to help students at San Bernardino High School. These skills will prove useful as a student representative on the SMSU Board of Directors because I am very passionate about listening to the needs of others to improve their experience at CSU San Bernardino. I also feel strongly about promoting empathy and sympathy for students and their needs. Considering every student's experience at CSUSB is one of the most important things to keep in mind to ensure we accommodate all students.

What do you hope to achieve as an SMSU Board of Director Student Representative?

As an SMSU Board of Directors Student Representative, I hope to make students at CSUSB feel heard and know that there is a board of people who work to improve the quality of their education and college experience. I also want to establish a sense of approachability to the board of directors while making the board more known throughout the school.

Please provide us with any additional information that you may deem pertinent. This information could be related to community service, leadership, etc.

I currently work for CSUSB College Corps, a program dedicated to K-12 education and community service, and currently serve as an embedded math tutor/mentor at San Bernardino High School. I was also a part of Livewire literary magazine at Fullerton College and hosted two open mic nights in the 2023-2024 school year. Along with four years of experience at normal jobs, I have developed effective communication skills and remain an outgoing person who isn't afraid of community outreach and approaching others to listen to their questions and concerns.

Attached resume? Yes

Kimberly Rosas

Motivated, Dedicated, People Person, Collaborator, Communicator



Personal E-Mail:

krosas1885@gmail.com

School E-Mail:

008611116@coyote.csusb.edu

EXPERIENCE

Carl's Jr., 725 S Harbor Blvd, Anaheim, CA 92805— Shift Leader

JANUARY 2020 - JUNE 2021

Shift Leader, always there when needed, Responsible, Excellent with people, and Great Salesperson

Working in Fast Food has opened my eyes and I have developed excellent de-escalation skills and started organizing and mobilizing more effective work methods.

Starbucks., 1131 W Lincoln Ave, Anaheim, CA 92805— Barista

JULY 2021- July 2023

Barista, great with communication and customer connection, swift cleaning, fast, reliable.

As a Barista, we craft our drinks perfectly and effectively connect with our customers to create the best experience possible, leaving a smile on their faces.

Bath and Body Works, 260 W Birch St, Brea, CA 92821—Floor Associate

October 2022- January 2023 September 2024-Present

Great customer connections with guests who would frequently visit the store, strong and capable of moving boxes and materials, extremely cooperative with colleagues

Tilly's Clothing, 1429 S Harbor Blvd, Fullerton, CA 92832—Floor Associate

November 2023- February 2024

Swift, physically active, engaging with customers, vigilant

Hornets Tutoring., 321 E. Chapman Ave. Fullerton, CA 92832—Tutor

July 2022 - September 2022

As a tutor, I ensured that the students I tutored had the resources and guidance they needed to succeed in their classes.

SKILLS

A leader who takes initiative

Multilingual

Active and Swift in the Workplace

Determined

Remarkable Work Ethic

Can Edit and Use Video Software

Always willing to take on different tasks

AWARDS

Academic Honors

Seal Of Triliteracy

Award Of Civic Engagement

Employee of the Month

LANGUAGES

English, Spanish, French

Tierra Mia Coffee Co., 201 N State College Blvd, Anaheim, CA

92806—Barista

January 2024- July 2024

Serving customers quality coffee, improved and removed language barriers, and focused on great service.

Here I developed great leadership skills and became comfortable taking the initiative to have successful closings. I was also close to my Latino Community, making a difference one cup at a time while translating for co-workers and guests.

EDUCATION

Katella High School, 2200 E Wagner Ave, — High School Diploma

AUGUST 2017 - MAY 2021

Graduated with Academic Honors and multilingual, High School GED

Fullerton College, 321 E Chapman Ave, Fullerton, CA 92832-Full-Time Student

AUGUST 2021- May 2024

Received Political Science AAT, hosted various events for campus literary magazine, "Livewire" " studied abroad for a semester in Sevilla, Spain(2023), and was involved in Puente the first year of college (2021-2022)

EUSA International School Of Spain, C. Plácido Fernández Viagas, 4, 41013 Sevilla, Spain- Full Time Student

FEBRUARY 2023 - MAY 2023

Studying Abroad in Spain has helped me develop valued skills such as intercultural communication, foreign languages, adaptability, and problem-solving.

California State University, San Bernardino, 5500 University Pkwy, San Bernardino, CA 92407– Full-Time Student

August 2024 - Present

Currently in California College Corps 2024-2025. As a College Corp Fellow, I focus on community service in K-12 Education that helps bridge the gap between K-12 and college. I currently work as an embedded math tutor at San Bernardino High.