



**Policies and Procedures Committee**  
**March 19, 2026 | 12:00pm**  
**Student Chambers (SUN-3305)**  
**Zoom: <https://csusb.zoom.us/j/82643030258>**

**MINUTES**

- Members Present:** Anjali, Sukhpreet Kaur, Mark Oswood, Diego Rendon,
- Members Absent:** Katie Wallen, Robinpreet Waraich
- Staff Present:** Vilayat Del Rossi, Elizabeth Junker, Maria Elena Najera-Neri
- Call to Order:** The meeting was called to order at 12:10pm
- Roll Call:** A verbal roll call was conducted. Quorum was met.
- Approval of Minutes:** M/S Oswood/Kaur; motion to open approval of minutes from February 19, 2025.  
*Motion passed.*
- Open Forum:** No public comments.
- Adoption of Agenda:** M/S Kaur/Oswood; motion to open adoption of agenda for March 19, 2026.  
*Motion passed.*

**NEW BUSINESS:**

PC 16/26 SMSU Bylaws Amendments Proposal (Action, Del Rossi)

M/S Oswood/Kaur; motion to open PC 16/26 SMSU Bylaws Amendments Proposal.

The committee reviewed PC16-26, SMSU Bylaws Amendments Proposal, which reflects prior discussions and incorporates a comprehensive legal and compliance review to ensure alignment with California Education Code and CSU requirements. Interim Executive Director Del Rossi confirmed that no substantive changes were made since the previous review, aside from minor grammatical edits, and highlighted that the revisions improve governance clarity, audit oversight, transparency, and delegated authority. A reorganized version of the bylaws, including a table of contents, was also provided for improved readability. The committee discussed implementation timelines and future related policy updates, including conflict of interest and scholarship policies,

and acknowledged that the bylaws will require two readings and a two-thirds vote at the board level. Members expressed support for the proposal and appreciation for the thorough review process.

**ROLL CALL VOTE:**                      3- In-Favor    0 - Opposed    0 – Abstention  
*Motion passed.*

PC 17/26      Review and Approval of Bidding Policy Revisions (Action, Kinnally)

M/S Oswood/Kaur; motion to open PC 17/26 Review and Approval of Bidding Policy Revisions.

The committee reviewed proposed updates to the SMSU bidding and procurement policy, noting that revisions were necessary to ensure compliance with newly updated CSU systemwide procurement requirements effective in 2026. The proposal established clearer procurement thresholds based on dollar amounts, strengthened competitive bidding expectations, and introduced additional documentation requirements to promote transparency, accountability, and responsible stewardship of student funds. The policy also clarified processes for working with campus partners on large projects and outlined procedures for sole source procurements.

During discussion, members suggested minor clarifications to the language, including ensuring that sole source procurements above \$10,000 require committee review and approval, and that procurement terminology (e.g., RFP/IFB) be clearly defined. These revisions were accepted and incorporated into the final version. With no further discussion, the committee proceeded to approve the updated bidding policy as revised.

**ROLL CALL VOTE:**                      3- In-Favor    0 - Opposed    0 – Abstention  
*Motion passed.*

### **Announcements**

- No announcements shared by committee members.

### **Adjournment**

M/S Kaur/Oswood; motion to adjourn meeting at 12:49pm.  
*Motion passed.*

Reviewed and respectfully submitted by:

\_\_\_\_\_  
Anjali, Committee Chair

\_\_\_\_\_  
Date