

**TITAN STUDENT UNION SPACE ALLOCATION COMMITTEE
MINUTES
April 29, 2009**

CALL TO ORDER

Grant Deering, Chair of the Space Allocation Committee, called the meeting to order at 1:35 p.m.

ROLL CALL

Members Present: Alvarado, Deering, Hernandez, Whittle, Zhao

Guests: Kurt Borsting, Anthony Ragazzo

APPROVAL OF AGENDA

Deering asked to move Item B (CampusLink Sublease Renewal) under New Business before Item A (Fall 2009 Student Club Office Assignments).

The agenda was approved as amended. (Hernandez-m/Whittle-s)

APPROVAL OF MINUTES

The minutes from the February 18, 2009 meeting were approved as submitted. (Hernandez-m/Zhao-s)

The minutes from the March 18, 2009 meeting were approved as submitted. (Whittle-m/Hernandez-s)

CHAIR'S REPORT

None.

**NEW BUSINESS
CampusLink Sublease
Renewal**

Borsting requested to renew the sublease agreement with CampusLink.

Borsting stated that the current contract expired in February but is now operating on a month-to-month basis.

Borsting stated that he met with CampusLink. They were interested in renewing the contact as well as relocating the center to a location on the main level.

Borsting stated that CampusLink would like to relocate the center to the Lobby. Borsting stated that he would recommend another location—the entrance located near Tony Lynch's office where the automatic doors are.

Hernandez asked if there would be any problems with the fire codes if the center were relocated to the north entrance.

Borsting stated that they would have to check before offering the location to CampusLink. Borsting stated that the center has a small footprint. He doesn't anticipate there being any problems.

Whittle asked what the annual income was.

Borsting answered \$7,500.

**NEW BUSINESS (cont'd)
CampusLink Sublease
Renewal (cont'd)**

Alvarado asked how many times the center was used.

Borsting stated that he could ask CampusLink, but it seems to be relatively light.

Hernandez asked if any proposed locations would be approved by the Board.

Borsting stated that it is up to the Board to decide the terms of the agreement.

Hernandez asked if student clubs/organizations publicize their events in this same area as the proposed location (north entrance).

Borsting answered yes.

Hernandez stated that this is a high traffic area where ASI/TSU and student clubs posts flyers.

Borsting stated that this could be used in negotiating the agreement. The Board may want to ask for another screen to advertise campus activities for ASI/TSU and clubs.

Alvarado stated that the center does bring income to the TSU.

Borsting stated that the only cost to the TSU has been in time. CampusLink's payments have not been received on a timely manner. One of the provisions in the new agreement would be to receive any income payment at the beginning of the term.

Whittle stated that she liked the idea of having a screen provided by CampusLink to advertise ASI/TSU and student club activities in place of the display board.

Hernandez suggested placing bulletin boards on the wall where the current CampusLink center is currently located (in the Pub) if the center is relocated.

Deering asked if the center and a display screen could be relocated to the Alumni Lounge where the email station is currently. Another possible location would be closer to the TV lounge in the Underground. A bigger center could be installed.

Zhao asked where the email station would be relocated.

Deering stated that the computers might not be needed elsewhere in the building.

Hernandez stated that aesthetically it might not be the best idea to put the center in the Alumni Lounge. The lounge is free from commercial ads.

Whittle stated that she has seen students using the computers in the Alumni Lounge for their homework assignments. The CampusLink computer does not have Microsoft Office programs on it.

**NEW BUSINESS (cont'd)
CampusLink Sublease
Renewal (cont'd)**

Borsting stated that CampusLink is looking for a higher traffic area.

Hernandez asked if there are computers available in the Student Recreation Center.

Borsting stated that there are four computers in the lobby.

Hernandez asked if a CampusLink center would ever be installed in the SRC.

Borsting stated that he asked CampusLink if they would be interested in the new building.

Deering asked if the Committee members were interested in renewing the agreement with CampusLink.

The members agreed to renew the agreement.

Deering asked if the members wanted to set parameters for the Director to follow in negotiating the renewal.

Hernandez stated that the items discussed like replacing the bulletin board with an electronic display. If CampusLink is not agreeable to this, the location should remain the same.

Whittle agreed with Hernandez. Also, adding the stipulation that CampusLink made their income payment upfront.

Deering stated that the two possible locations would be the current location in the Pub area or the north/south entrance.

Borsting stated that any other proposed locations would be brought back to the Committee.

Borsting asked what the term should be for the agreement. The current term is a one-year agreement. The previous agreement was multi-year.

Hernandez stated that the agreement should be one-year in length.

Whittle stated that the agreement could be one or two years.

Deering answered one year.

Whittle asked if the campus exclusivity clause was removed from the last agreement.

Borsting stated that he would have to look at the agreement, but he was fairly sure that the clause was removed. Borsting stated that he would look at not including any exclusivity clauses in the new agreement.

Deering asked if the negotiations of the renewal would be left to Borsting's discretion based on the Committee's discussion.

AMENDMENT

Hernandez made a motion to amend the motion to discuss. The

NEW BUSINESS (cont'd)
CampusLink Sublease
Renewal (cont'd)

amendment was to give the TSU Director the authority to negotiate the agreement with CampusLink for a one-year renewal at either the current location or a proposed main level location. Whittle seconded the amendment.

AMENDMENT
3-0-1 [Alvarado]

On a vote of 3-0-1, the amendment passed.

MAIN MOTION
MSC: 3-0-1 [Alvarado]

On a motion duly made, seconded, amended and carried, the Space Allocation Committee approved sending a recommendation to the TSU Board to grant the TSU Director the authority to negotiate the agreement with CampusLink for a one-year renewal at either the current location or a proposed main level location. (Hernandez-m/Whittle-s)

Fall 2009 Student Club
Office Assignments

Based on the rating sheets completed by the Committee members, the ranking of the student club applications were as follows:

1. Alpha Kappa Psi
2. Vietnamese Student Association
3. National Pan-Hellenic Council
4. Human Services Student Association
5. Panhellenic Council
6. Multi-Cultural Greek Council
7. Eta Gamma Sigma
8. Inter-Fraternity Council
9. Acacia Group
10. Flying Samaritans
11. Vietnamese Catholic Student Association
12. Public Relations Student Society of America
13. Greeks Advocating the Mature Management of Alcohol
14. Creative Writing Club
15. Circle K International
16. Ballet Folklorico de CSUF
17. Globe Trotters
18. India International Club
19. Smart Girls Support Club
20. Middle Eastern Student Society
21. CSUF Lacrosse
22. Association of Chinese Students
23. Student Leadership Institute Club
24. Campus Outreach
25. True Vine

Whittle stated that IFC and Panhellenic turned in the same application. The same thing happened in a previous year. Whittle asked what was done before and what the Committee could do this time.

Ragazzo stated it was up to the Committee. He could speak with the advisor to make sure that it didn't happen again.

Alvarado asked if this has been an issue before.

Ragazzo stated that this happened with other groups. Different Committees have handled the situation in different ways. One year, the Committee did not have a problem and granted the groups office

**NEW BUSINESS (cont'd)
Fall 2009 Student Club
Office Assignments
(cont'd)**

space. Another time, the Committee decided to deny space to one of the groups.

Hernandez stated that the advisor might have helped the group with their application.

Deering stated that the application from the last semester was not well written. The group needed to address the problem.

Hernandez stated that these groups have the same purpose. Hernandez asked if there are any restrictions from clubs having the same application.

Ragazzo stated that if the advisor is filling out the form then maybe the group does not need or want the space.

Whittle stated that one group taking the time to fill out the application while the other group is copying the application.

Deering asked if a room had been set aside for lockers.

Ragazzo answered no. There was not much time to make a decision in time for the fall semester.

Hernandez suggested waiting to decide on whether to install lockers.

Hernandez suggested giving space to IFC and Panhellenic but placing them in the largest office. It would give them the opportunity to share with other clubs.

The members decided to grant office space to all of the applicants.

The members assigned the office spaces as follows:

<u>Room</u>	<u>Organization</u>
254	Eta Gamma Sigma Globe Trotters Human Services Student Association
255	Smart Girls Support Group Creative Writing Club
256	Alpha Kappa Psi Greeks Advocating the Mature Management of Alcohol
257	National Pan-Hellenic Council Multi-Cultural Greek Council
259	Circle K International Flying Samaritans
263	Acacia Group Campus Outreach
264	Vietnamese Catholic Student Association Public Relations Student Society of America
265	Middle Eastern Student Society Vietnamese Student Association Association of Chinese Students India International

**NEW BUSINESS (cont'd)
Fall 2009 Student Club
Office Assignments
(cont'd)**

<u>Room</u>	<u>Organization</u>
271	Inter-Fraternity Council
	Panhellenic Council
	Ballet Folklorico de CSUF
	Student Leadership Institute Club
	CSUF Lacrosse
	True Vine

**MAIN MOTION
MSC: 3-0-1 [Alvarado]**

On a motion duly made, seconded and carried, the Space Allocation Committee approved sending a recommendation to the TSU Board to assign the student club offices for the fall 2009 semester as listed above. (Hernandez-m/Zhao-s)

MEMBERS' PRIVILEGE

None.

PUBLIC COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 2:31 p.m.

Deserita Ohtomo, Recording Secretary

Grant Deering, Committee Chair