

**TITAN STUDENT UNION GOVERNING BOARD
MINUTES
September 2, 2009**

CALL TO ORDER

Grant Deering, Chair of the Board, called the meeting to order at 2:35 p.m.

ROLL CALL

Members Present: Borden, Deering, Eberly, Hizon, Lu, Moreno, Morrison, Ramirez, Shaikh, Yu

Members Absent: Uballe¹

Non-Voting Members Present: Valencia, Wilson

Ex Officio Present: Borsting
Absent: Jarnagin², Sanchez³

Guests: Anthony Ragazzo, Crystal Schmidt, Robert Suttle, Daniell Whittington, Andrea Willer

1. Deering excused Uballe to leave the meeting at 3pm. Uballe was present for Roll Call. According to the TSU Bylaws, members are considered absent if they do not remain until the scheduled ending time of the meeting.
2. Deering excused Jarnagin from the meeting.
3. Deering excused Sanchez to leave the meeting at 3pm. Sanchez was present for Roll Call. According to the TSU Bylaws, members are considered absent if they do not remain until the scheduled ending of the meeting.

APPROVAL OF AGENDA

The agenda was approved as submitted. (Yu-m/Morrison-s)

APPROVAL OF MINUTES

The minutes from the May 5, 2009 meeting were approved as submitted. (Ramirez-m/Yu-s)

NEW BUSINESS

**ASI Block Party
Presentation – Time
Certain 2:35pm**

Danielle Whittington and Crystal Schmidt from the Marketing Office made a presentation about the ASI Block Party to be held on September 17, 2009.

**Presentation – Building
Engineering & Summer
2009 Projects**

Robert Suttle, Building Engineer, made a presentation about the Building Engineering department.

Suttle talked about the following Summer 2009 projects:

- Roof Replacement - \$700,000
- Building Exterior Projects:
 - Low Voltage Planter Lighting
 - Microwave Oven Carts & Electrical
 - Pathway Lighting Improvements
- Major Hot Water Line Replacement
 - Supports Pavilion HVAC
 - Isolation Valves Added to Improved Systems

NEW BUSINESS (cont'd)
Proposal to Change 2009-10 TSU Operating Hours – Mainframe

Borsting requested to open the Mainframe Computer Lounge during the fall 2009 and spring 2010 semesters on Sundays from 12n-10pm.

Borsting stated that Pamela Skawin manages the Mainframe and had suggested opening on Sunday since the Library will not be open on Sundays due to the budget cuts.

Uballe asked if there would be extra security measures on Sundays.

Borsting stated that the building is fully staffed during that time, and he was not overly concerned with security. The Mainframe is equipped with a telephone in case 911 needs to be called, and there are security cameras to protect the equipment.

Yu asked how busy the lounge would be at 10pm.

Borsting stated that the Mainframe would be busier as the semester progresses. The evenings have been quite busy.

[Sanchez and Uballe left the meeting at 3pm.]

MAIN MOTION
MSC: 9-0-0

On a motion duly made, seconded and carried, the Board approved to change the 2009-10 TSU operating hours for the Mainframe to be open on Sundays during the fall 2009 and spring 2010 semesters from 12 noon until 10pm. (Yu-m/Moreno-s)

Request to Modify the 2009-10 Capital Equipment Budget – South Loading Dock Storage Units

Borsting requested to modify the 2009-10 capital equipment budget to assign up to \$9,500.00 from unanticipated funds to purchase two outdoor shed structures to be used for custodial equipment and supplies.

Borsting stated that the current storage space is located in the Courtyard near the North entrance to the building. With the parking structure, this door is now the second most used entrance to the TSU. It isn't convenient to use this space for custodial storage.

Borsting stated that the current storage space can be reassigned for another use.

Deering asked if the custodial company was informed of the possible purchase.

Borsting stated that it was written into the current agreement.

Hizon asked if there were any implications to the fact that there was no overhead coverage from the shed to and from the building.

Borsting stated that they hadn't considered inclement weather.

Morrison asked if the sheds were the same square footage as the current storage space.

Borsting stated that no square footage would be lost. It does take the two sheds to make up the same space.

Eberly asked if it is okay to store chemicals in the outdoor shed.

NEW BUSINESS (cont'd)
Request to Modify the
2009-10 Capital Equipment
Budget – South Loading
Dock Storage Units
(cont'd)

Borsting stated that since the structure is outside they will have to get the campus' approval.

Lu asked if any additional insurance coverage would be needed.

Borsting stated that there is likely no exposure. The custodial provider evidences insurance naming the ASI, campus and others as additionally insured.

Hizon asked how big the current custodial space is relative to other spaces in the building like the Titan Pride Center.

Borsting stated that the current space is 170 sq. ft. The size of the space can be related to the number of ceiling tiles. The ceiling tiles are 2x2 in size. The size of the space would be 5 ceiling tiles across by 8 ceiling tiles down would relate to approximately the same size as the storage space. The Titan Pride Center is slightly larger.

MAIN MOTION
MSC: 9-0-0

On a motion duly made, seconded and carried, the Board approved to modify the 2009-10 TSU Capital Equipment budget to spend up to \$9,500 from unanticipated funds to purchase two outdoor shed structures to be used for custodial supplies/equipment, pending approval from the University. (Morrison-m/Hizon-s)

Update to TSU Operating
Policies – Dress Code

Borsting recommended updating the TSU Operating Policies to include a dress code, under General Building Policies. The proposal language is as follows:

"Attire – clothing is required at all times while in the Titan Student Union. Minimum expectations include shirt, pants, dress, skirt or other garments in which individuals are considered to be fully clothed."

Borsting stated that the policy would be more consistent with the SRC Operating Policies.

Hizon stated that there is a line in the Bare Feet policy that address events booked through the UCC. Hizon suggested adding the same language to the dress code.

Borsting suggested not including this language in the dress code. This issue could be handled through an exception to policy.

MAIN MOTION
MSC: 9-0-0

On a motion duly made, seconded and carried, the Board approved to update the operating policies to include a dress code under the General Building Policies section. (Hizon-m/Morrison-s)

REPORTS
Chair

Deering reported the following:

- 1) Deering welcomed everyone to the new year.
- 2) Deering thanked the TSU staff, Borden and Ramirez.
- 3) ASI Convocation will be this Friday from 12n-3pm.
- 4) Deering distributed the Committee listing to the members.
- 5) Deering welcomed Dr. Weili Lu to the Board.
- 6) There is an office space for the student members to use. Keys can be checked out from Ohtomo after the meeting.
- 7) Forms were distributed to the members prior to the meeting.

**REPORTS (cont'd)
Chair (cont'd)**

The forms (Non-Conflict of Interest, Pledge Commitment and Contact Information) need to be filled out and returned to Ohtomo.

Vice Chair

Borden reported the following:

- 1) All Committee meetings are held in the Presidents' Room, except for the Titan Recreation Committee, which is held in the SRC Conference Room.
- 2) Borden is the Chair of the Policy Committee. She asked the members to read the operating policies before the meeting.
- 3)

Director of Public Relations

Ramirez reported the following:

- 1) Ramirez is the Chair of the Titan Recreation Committee, which meets in the SRC Conference room. The first Committee meeting will be next week.
- 2) Discoverfest is today and tomorrow. Volunteers are needed to staff the information booth.
- 3) Volunteers are needed for the ASI Block Party. An email will be sent with the information.

Executive Director

None.

Union Director

Borsting reported the following:

- 1) Roof project is nearing completion. There will be energy savings due to the white color of the new roof.
- 2) Last year's Board approved to renew the sublease agreement for the CampusLink information center. The company has gone through some reorganization. They are looking at an 6-month agreement. The rent will need to be paid up front. The rent is currently up-to-date.
- 3) Last year's Board approved the renewal of the agreement with the Yum. The vending machines located in the food court area will be relocated as well as the microwave machines. This will be the new Yum location. The TSU staff will be working with the University's Physical Plant department on the tenant improvement.
- 4) The Busy Bee contact was renewed for one-year. Last year's Board asked Tony Lynch to look at other options, which he is doing.
- 5) Titan Youth Sports Camp Recap
 - Six one-week sessions
 - Average of 44 half-day campers
 - Average of 43 full-day campers
 - Average 7 pre-game campers
 - One or two post-game campers
 - Overall, enrollment was down during camp, but they may have netted more money since other costs, like catering, were done differently to save money.
- 6) There were special interest experiences held during the summer. There was a rock wall camp that had 60 children participating. Titan Recreation experimented with other programs that did not work as well.
- 7) Learn-to-Swim Program
 - 4 Sessions & Saturday Lessons
 - In 2007, there were 1,072 participants.
 - In 2008, there were 1,116 participants.

REPORTS (cont'd)**Union Director (cont'd)**

- In 2009, there were 1,135 participants.
- 8) Other Summer 2009 items:
 - The bowling lanes were completely replaced with a synthetic material.
 - Digilocks were installed in the SRC for the day-use lockers.
 - There were IT upgrades to the servers.
 - 9) A new bakery, named The Cup, was installed during the summer in the Food Court.
 - 10) First Week Facility Use Data for SRC
 - Monday: 2008 – 2,072; 2009 – 2,932
 - Tuesday: 2008 – 2,320; 2009 – 3,130
 - Wednesday: 2008 – 2,466; 2009 – 3,337
 - Thursday: 2008 – 2,333; 2009 – 3,150
 - Friday: 2008 – 1,056; 2009 – 1,546
 - Saturday: 2008 – closed, Labor Day weekend; 2009 – 426
 - Sunday: 2008 – closed, Labor Day weekend; 2009 – 296
 - 11) There were 10,918 visitors to the TSU on the first day of classes on August 24 according to the new People Counter system.
 - 12) The TSU lobby remodel will happen this year. There have been two rounds of designs completed. The 3rd round of drawings is coming soon. The consultant will then work on the final drawings. The remodel will probably happen during Intersession.

ASI President Designee

Yu reported the following:

- 1) The ASI State of the Student will be held on September 10 from 12n-1pm in the Becker Amphitheatre.
- 2) Yu distributed FAQ's for Student Leaders to the members.
- 3) The Titan Tusk Force meeting is tonight.
- 4) Andy Lopez, Chief Communications Officer, wanted to thank the Board for their support at ASI events.

ASI Board Chair Designee

None.

University President's Designee

None.

VP of Student Affairs Representative

None.

Alumni Representative

Eberly reported the following:

- 1) Alumni Relations is preparing for the Concerts Under the Stars event.
- 2) There is a wine tasting event on September 26.
- 3) Homecoming is January 30.

Residence Hall Representative

Borden reported the following:

- 1) Borden also serves as the President for RSA. The RSA liaison position is currently empty. They hope to have somebody in the position by the next Board meeting.
- 2) The Welcome Back BBQ will be held tomorrow from 4-6pm. The event is partly funded by the ASI, so all students are invited. They will have El Pollo Loco chicken bowls.
- 3) There is a RSA-sponsored event, Twilight Zone and Donuts that will be held on Friday at 10am.

REPORTS (cont'd)
Irvine Campus
Representative

None. The position is currently vacant.

MEMBERS' PRIVILEGE

Ramirez stated that a sheet is being passed around asking for members' birthdays and favorite snack. The Board has both Facebook and MySpace pages. Yesterday was the TSU's birthday.

Borsting stated that there is a student leader welcome reception to be held on September 9 from 4-6pm in Pavilion C. This is a chance to network and learn about the other programs on campus.

Hizon stated that he is the Chair of AICA. The PR coordinator position is open. Information is available through Tony Ragazzo's office. Applications are due Friday, September 11.

Yu stated that the 2009-10 ASI budget is available in TSU-207.

Lu stated that Insurance Day will be held on September 23 from 10am-7pm. This is an industry day where professional come to the campus and speak to the students. There will be over 30 companies in the Quad for the event. There will be a panel for "How to Survive an Economic Crisis". Any interested students are more than welcome to join the day's events.

Dering stated that the Board photo will be taken today after the meeting. Polo shirts will be distributed to everyone and worn in the picture.

PUBLIC COMMENTS

None.

ADJOURNMENT

The meeting was adjourned at 4:01 p.m.

Deserita Ohtomo, Recording Secretary

Grant Deering, TSU Governing Board Chair