

**TITAN STUDENT UNION GOVERNING BOARD
MINUTES
September 16, 2009**

CALL TO ORDER

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

ROLL CALL

Members Present: Bell, Borden, Deering, Eberly, Hizon, Morrison, Shaikh, Uballe, Yu

Members Absent: Lu, Moreno¹, Ramirez²

Non-Voting Members Present: Valencia, Wilson

Ex Officio Present: Jarnagin, Sanchez
Absent: Borsting²

Guests: Carol McDoniel, Henoc Preciado, Anthony Ragazzo, Laura Rivera, Andrea Willer

1. Moreno left the meeting at 3:51pm. 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 Ramirez and Borsting from the meeting.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

The minutes from the September 2, 2009 meeting were approved as submitted. (Yu-m/Morrison-s)

NEW BUSINESS

Presentation – Titan Recreation Program

Andrea Willer, Titan Recreation Director, presented an overview of the Titan Recreation department and the programs.

Update – Projects Committee

• Pavilions – Painting & Sound Systems

Deering stated that the Projects Committee was updated on the upcoming projects that were to take place this year. Deering stated that he thought it would be good to update the Board as well.

Carol McDoniel, TSU Associate Director, stated that the sound system in the Pavilions is original to the building expansion that was completed in 1992.

McDoniel stated that the sound system has never functioned as it was designed. Instead, they started using portable sound systems.

McDoniel stated that last year's Board approved a budget of \$90,000 to install an upgraded sound system. An acoustic design engineer was contracted. Three bids were received. They selected the lowest bid. The firm also had the most number of recommendations. The acoustic design firm designed a sound system. A Request for Proposal (RFP) for the sound system will be developed and sent to

NEW BUSINESS (cont'd)**Update – Projects****Committee (cont'd)**

- **Pavilions – Painting & Sound Systems (cont'd)**

qualified companies.

McDoniel stated that last year the Operations staff went on a trip to Sacramento State to see their sound system. Their set up is very similar to the TSU.

McDoniel stated that time has been blocked out in the Pavilions, starting January 4th, for the work to be done. It will take about a week for the sound system to be installed.

McDoniel stated that the paint colors in the Pavilions will be changed as well.

McDoniel stated that they worked with an interior designer, who came up with three color schemes. All of the schemes have warm and muted colors. The colors in the room serve as the backdrop for the event and need to be muted. The colors also have to work with the existing furniture and carpeting.

McDoniel stated that Building Engineering is looking for a company to paint the room. The work will be done in the same time frame as the sound system in January.

- **Main Lobby Remodel**

McDoniel stated the Main Lobby needs to be updated. An interior designer was contracted to come up with something new and fresh looking.

McDoniel showed pictures of the working drawings. The drawings have not been finalized. The design will be finalized very soon.

McDoniel stated that a new counter will be installed, which includes an area for wheelchair accessibility. The counter will be made of the same material as the Titan Pride Center's desk. Displays will be placed behind the counter to include a multimedia feature. The displays replace the current board that shows the various tickets that are available for purchase.

McDoniel stated that Building Engineering will be doing some of the work, and outside companies will be contracted to do other parts of the project, like the tile floor and drop down lighting.

Yu asked when the project would begin.

McDoniel stated that they hope to begin in December. Robert Suttle, Building Engineer, would have a better idea when the project will begin.

- **Alumni Lounge Remodel**

Eberly stated that a proposal was brought to last year's Projects Committee to update the Alumni Lounge. The proposal was also brought to the Alumni Board of Directors, which they fully support. The cost of the project will be shared between the TSU and the University.

Eberly stated that the remodeled lounge may feature display cases, display coffee tables, picture frames and interesting facts. The same interior designer that worked on the Main Lobby remodel will work on

NEW BUSINESS (cont'd)**Update – Projects
Committee (cont'd)****• Alumni Lounge
Remodel (cont'd)**

this project. Some of the Alumni Board of Directors will be on the ad hoc committee that will be formed for the project.

Eberly stated that the project will be done after the Main Lobby remodel is completed.

Shaikh asked about the closets that would be replaced with the display cases.

Eberly stated that the closet space is the wall in between the Alumni and Quiet Lounges.

Shaikh stated that NSP has a closet in the Alumni Lounge. The closet would have to be updated as well.

Jarnagin asked if the new ambassadors would be incorporated into the planning for the project.

Eberly stated that the ad hoc group would include the ambassadors as well as other groups.

Willer stated that the TSU will be spending a considerable amount on upgrading the Main Lobby and Alumni Lounge, and they want to be sensitive to the current financial situation. There will be a signage program to inform users of the building that the funds for the projects are coming from student fees and not from State funds or tax dollars.

Deering stated that all of these projects are being discussed by the Projects Committee. When the projects are finalized, details will be brought back to the Board. Any suggestions or feedback need to be brought up to the Committee.

Deering asked if there were any questions about the projects.

Sanchez asked for an update on the Yum project.

Deering stated that he would like Borsting to speak about the progress.

McDoniel stated that the Titan Shops has gotten certain approvals for the move, but they may be working on finalizing the budget.

Yu asked for an update on the microwave ovens.

McDoniel stated that two of the microwave ovens have been moved by the ATMs, and the other two have been moved to the Games patio.

McDoniel stated that they have been gathering feedback. Students are not happy that the microwave ovens have been moved. The microwaves that have been moved by the ATMs are made of metal. The handle is hot to touch when the sun is shining on the machines. Also, it is difficult to see the dial or hear the machine during lunch time, and there is no shelf or towels. McDoniel stated that she has been working with Building Engineering to solve these issues. They

**NEW BUSINESS (cont'd)
Update – Projects
Committee (cont'd)**

are also working on another location in the Courtyard. The location cannot block traffic flow.

McDoniel stated that there will be three locations for the microwaves to reduce the lines. If the Yum is moved into the proposed space in the Food Court, the microwaves will have to be relocated. Any other feedback can be sent to McDoniel or the Information Desk. The feedback will be compiled and sent to Borsting.

Deering stated that the microwave ovens need to be moved due to the new Yum location, and the microwave ovens are responsible for the fire alarms being activated.

Ragazzo stated that another reason to relocate the microwave ovens was that the Food Court was already impacted at lunch time. The move would drive the users of the microwaves to other seating in and around the building.

Shaikh stated that the students are concerned and ask why the number of microwaves has been reduced. A sign needs to be put up and the locations finalized.

McDoniel stated that there is a sign. The number of the microwave ovens has not been reduced.

Hizon stated that the move has been successful since he has heard from students that just noticed that there were microwave ovens. This is a good opportunity to show students that the TSU has other services.

Deering reminded everyone that a location in the Courtyard will also be added.

**Presentation – ASI Student
Outcomes: Responsibility &
Accountability**

Deering presented the ASI Student Outcome topic for September, Responsibility & Accountability.

[Moreno left the meeting at 3:51pm.]

**REPORTS
Chair**

Deering reported the following:

- 1) ASI Block Party is tomorrow. Volunteers are needed, especially for the evening event. The Board will be giving out ice cream during the dinner. There are Block Party t-shirts for the Board members.
- 2) Next week, there are Committee meetings.

Vice Chair

Borden reported the following:

- 1) Policy and Space Allocation Committees meet next week.
- 2) Space Committee members have received their application packets. Packets should be completed prior to the meeting.
- 3) Policy Committee members need to read the first 6 pages of the operating policies prior to next week's meeting.

Director of Public Relations

None.

Executive Director

Sanchez reported the following:

- 1) The bids for the Children's Center project open on Tuesday. The

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

groundbreaking ceremony will be held after Thanksgiving break. The project is not being funded by the TSU, but Sanchez wants to keep the Board up to date on the project.

- 2) The external financial audit has been completed. It will be reported to the Finance Committee for acceptance.

Eberly asked if the new Children's Center would be built in the same location.

Sanchez stated that the new center will be in Lot A. The new center will be larger than the current facility.

Eberly asked when the new building will be completed.

Sanchez stated that they hope to be open for the spring 2011 semester.

Union Director

On behalf of Borsting, Willer reported the following:

- 1) The \$700,000 roofing project has been completed, except for the manufacturer's inspection. A water test has been requested in addition to the physical examination.
- 2) The financial audit has been completed. The TSU received an unqualified opinion. Staff is working on a better way to track unrelated business income.
- 3) Last week was the first time the new Sunday hours for the Mainframe Computer Lounge were in effect. There were approximately 25-50 students that used the lounge during the day. In October, the report with the actual swipes of the Titan ID cards will be received. The actual attendance numbers will be known then. Little marketing has been done so far. They expect the numbers to grow as the semester progresses.

Food Advisory Committee

Deering reported the following:

- 1) The meeting went well.
- 2) A Committee Chair was elected.
- 3) Sales aren't the same as last year.
- 4) There is a new Togo's in the Nutwood Café.

ASI President Designee

Yu reported the following:

- 1) The Environmental Advocacy Committee, which is a subcommittee of Lobby Corps, will have a Sustainability 101 event on September 30 from 12n-1pm.
- 2) A student representative is needed to sit on the Food Advisory Committee. The student who was on the Committee and was elected Chair is unable to serve.
- 3) Feedback is needed from any students that take the shuttle from the fitness facility to the campus. ASI will be making suggestions to Parking about the program.

ASI Board Chair

Shaikh reported the following:

- 1) There were no actions at yesterday's meeting, only reports.
- 2) Lobby Corp will have a State of the State presentation on September 30 from 7-9pm in the Pub.

REPORTS (cont'd)**University President's
Designee**

Uballo reported the following:

- 1) Students need to be on alert. There are solicitors on campus who are offering specials on salon treatments. The solicitors are very persuasive and are looking for personal information. The only authorized vendors have to get approval from the bookstore and be located under the blue tents.
- 2) There are other solicitors offering internships opportunities. There have been complaints made to the Dean of Students Office. These solicitors are not very transparent about their program.

**VP of Student Affairs
Representative**

Jarnagin asked for their feedback on the Library being closed on Sundays during the semester.

Borden stated that it is difficult for the students living in the residence halls.

Shaikh stated that she does not visit the campus on Sundays. Other students have expressed their frustrations with the library closure on Sundays. She encourages students to visit the TSU and the Mainframe.

Shaikh stated that she saw the new library hours on the student portal.

Hizon stated that there needs to be more promotion of the resources in McCarthy Hall.

Morrison stated that she has seen students waiting outside the library before 8am. It would be helpful to the students if they knew about the other available computer labs. The library resources that are offered on-line are helpful.

Jarnagin thanked the students for their input. She will let the University IT department know about the feedback and also speak to Borsting about the TSU.

Deering asked if there was a way to put a sign on the Library that would direct students to other resources.

Alumni Representative

Eberly reported that they have started a student alumni ambassadors program. There are hosting information/mixer gatherings today and Thursday. They hope to have solid groups of students by next week.

**Residence Hall
Representative**

Deering introduced Marvin Bell, the new Residence Hall Representative.

Bell reported that there were no upcoming events, but RSA is working on the event calendar.

**Irvine Campus
Representative**

Deering stated that they are still working on getting a representative.

MEMBERS PRIVILEGE

Deering stated that the application packets distributed to the Space Allocation Committee members need to be completed and returned to Ohtomo by Tuesday.

**MEMBERS PRIVILEGE
(cont'd)**

Deering stated that the ACUI regional conference will be held in November. An email will be sent with more information.

Hizon asked if there were any update on contractual issues with food services closing some of the concepts on Fridays.

Deering stated that Borsting would have the update.

PUBLIC COMMENTS

Laura Rivera asked if there would be a tent or some kind of covering put over the microwave ovens when it rains.

Willer stated that the staff will be looking at all of the feedback to try to resolve the issues with the microwave ovens.

Henoc Preciado stated that the ASI scholarship applications are still available.

Preciado stated that the deadline for applying for student health insurance is coming up soon.

Willer stated that the SRC continues to be very busy. Usage numbers are up 48% from last year's numbers. Lockers are sold out. Instructional classes are full. Personal training is going really well. During revised budget, it is anticipated that there will be an increase requested for student labor. The growth in attendance in the SRC was not anticipated in the budget. They will be revisiting the professional staffing model as well.

ADJOURNMENT

The meeting was adjourned at 4:30 p.m.

Deserita Ohtomo, Recording Secretary

Grant Deering, TSU Governing Board Chair