

**ASSOCIATED STUDENTS
CALIFORNIA STATE UNIVERSITY FULLERTON, INC.**

Facilities Committee MINUTES October 3rd, 2018
--

CALL TO ORDER

Chris Evans, Chair, called the meeting to order at 3:02 p.m.

ROLL CALL

Members Present: Aguilar, Borjas, Duncan, Evans, Gil, Quach, Torres, Vanderhook

Members Absent: None

Officers Present: Allen, Fehr, Kurtz, Martin, Tapper

Officers Absent: None

*Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the by-laws, a member of the committee who does not remain until the scheduled ending for the meeting (4:30 p.m.) is considered not to be in attendance.]

**Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the by-laws, a member of the committee who is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]

APPROVAL OF AGENDA

The agenda was approved as presented. (Vanderhook-m/Aguilar-s)

APPROVAL OF MINUTES

The minutes for the September 19, 2018 meeting were approved as presented. (Gil-m/Duncan-s)

PUBLIC SPEAKERS

None.

UNFINISHED BUSINESS

None.

REPORTS

a. Chair

Evans reported the following:

1) Evans stressed the importance of promoting the TSCBOT within and outside of ASI and he provided some updates on current ASI opportunities that could facilitate the process.

- ASI Podcast: New this year, usually 10-15 minutes long, good way to see what the rest of the ASI leadership has going on.

- ASI Calendar: Consult the calendar and attend events to promote the TSCBOT.

- TTF Tailgate: Men's soccer game with free food by TTF, come out and support.

2) Evans provided an overview of what the committee should look forward to for the remainder of the semester. There are only four meetings left and upcoming business/projects include: Handicap doors in the SRC, the intramural sports champion display, solar panels, TSU club office space and TSCBOT marketing material. He also reminded everyone that ACUI is in November and anyone interested in attending should connect with Duncan ASAP.

3) Evans read over a list of upcoming and recently completed projects for the Titan Student Centers. Please refer to the power point presentation attached to the minutes.

4) Evans stated the committee would be working on reviewing applications and allocating Spring 2019 club office space soon. Evans read over the program timeline. Please refer to the power point presentation attached to the minutes. Evans reviewed that application with the committee and yielded to Drew Wiley to provide the committee with an overview of the review and allocation process. Wiley explained that the committee members will be reviewing and rating submitted applications. A rating summary will be provided reflecting the data collected and then a proposed office space allocation roster will be provided to the committee for review/approval. Once approved by the committee, the space allocation would also need TSCBOT approval. Evans shared the different ways these applications have been promoted and asked the committee to help spread the word to any clubs/organizations they know.

5) Evans read over possible future agenda items.

- Marketing Efforts/Opportunities
- TSU Projects
- SRC Projects
- SRC & TSU Operating Hours (October)
- Capital Expenditures
- Food Court Renovation
- White Wall Problem (White/Plain walls in both the TSU and SRC)
- SRC Outdoor Turf
- Promotional Items

**b. Associate Director,
Titan Student Union**

Fehr reported the following:

1) Fehr thanked everyone who joined the tour earlier. He hopes this tour sparks ideas for future projects in the building. Also, if anyone notices something broken or wrong in the building, please let us know right away.

2) Fehr thanked the committee members for coming to his one on one meetings prepared, engaged and with ideas.

3) Fehr stated they are still behind on the TSU project for the doors on the west side of the building. The third bid has been received. Currently, a vendor is being decided on but they hope to have a vendor selected and paperwork processed by the end of the month.

**c. Marketing
Liaison/Trustee,
TSCBOT**

Vanderhook reported the following:

1) Vanderhook stated that the handbill project request was submitted this week.

2) Vanderhook is working on 'Trustee Tuesday' which will feature the face and bio of a trustee on a rotating basis on the screens.

3) Vanderhook will be meeting with Kaetlyn Hernandez, Chief Communications Officer, sometime next week to talk about how the TSCBOT can be involved in what they are working on.

4) Vanderhook will be working on ordering promotional items for the TSCBOT.

NEW BUSINESS

None.

**ANNOUNCEMENTS/MEMBERS'
PRIVILEGES**

Torres stated he and the ASI Executive Team were made aware of the lack of student input in a university project involving the restructuring of the central quad. It is a good idea but the new design significantly reduces the space available for events. Borjas provide more context. The walkway between Langsdorf Hall and Dan Black Hall going toward the library was found in violation by the fire marshal because it is not accessible by a fire truck. It is a university priority to get this corrected by the end of the calendar year. The current idea on the table redesigns both the humanities quad and the central quad in a way that can affect space for programming. There are currently two students sitting on the University Beautification Committee. The next committee meeting is 10/26/2018 and the plan is to talk to these two student representatives before next meeting and provide them with feedback to bring to the next committee meeting.

Borjas apologized for not being present in the first few Facilities committee meeting as he thought he was an ex officio. Moving forward, he plans to attend regularly and be present.

ADJOURNMENT

The meeting adjourned at 3:25 p.m.



Chris Evans, Chair



Deisy S. Hernandez, Recording Secretary



FACILITIES COMMITTEE

10/3/2018



THINGS GOING ON IN ASI

- Check out the ASI Podcast
- Check out the ASI Calender
- Tailgate tonight



STATE OF THE COMMITTEE

- Four more meetings this Semester
- Projects in action
 - Handicap doors in SRC
 - Intermural champion Display
 - Solar Panels
 - Club Office Space
 - BOT marketing material
- ACUI- November 15-17
- Chief Executive Officer in the Office of Educational Services for Los Angeles Unified School District is visiting October 23 at 12:15-1:20 pm



UPCOMING PROJECTS

- Digital wayfinding – new touchscreen TVs at 6 locations in the TSU with wayfinding and information
- Digital room cards to meeting rooms
- New doors on west side
- TVs in Grand Stair
- Wireless printing kiosks in SRC and TSU
- Pieology
- Roscoe's Deli
- Food Court furniture adjustment
- TVs and computers installed in meeting rooms
- New Schools First ATM

RECENTLY COMPLETED PROJECTS IN THE TSU

- Wall retexture and paint on west side, main level
- New carpet on west side, main level hallways and meeting rooms
- Beanbag and laptop desktop checkout program added to charger and laptop checkout program at Info Desk
- New boiler for TSU/SRC installed at south loading dock
- Painted Food Court
- Painted TBB
- New lighting at ATM area

CLUB OFFICE SPACE

<https://asicsuf.wufoo.com/forms/tsu-office-space-application-spring-2019/>

- Timeline

- Application Available: Monday, September 17, 2018 at 8:00am
- Application Due: Friday, October 19, 2018 by 4:30pm
- Applications will be distributed to individual committee members for grading via Wufoo/Google Drive by Wednesday, October 24, 2018 at 1:30pm
- Grading via Wufoo due by Wednesday, November 7, 2018 at 12noon
- TSC Facilities Committee Action on November 14, 2018
- TSCBOT Action on November 28, 2018

**The
Office**



CLUB OFFICE SPACE CON.

- Promoting Efforts
 - Emailed current club office space holders
 - Emailed current locker space holders
 - Emailed the Executive Senate Groups (about 17 in total) to share the application information with their council members. These council members are student organizations.
 - Emailed AICA to share the application information with their council members. These council members are student organizations.
 - Student Life and Leadership will have featuring the program information in their October Newsletter that gets sent to student org presidents
 - Student Life and Leadership will be having an alert on Titanlink for when student organization presidents log in to Titanlink
 - Regular Marketing (Flyers/Electronic Marketing)

POSSIBLE FUTURE AGENDA ITEMS

- Marketing efforts
- TSU Projects
- SRC Projects
- SRC & TSU Operating Hours (October)
- Capital Expenditures
- Food Court Renovation
- White Wall Problem
- SRC outdoor turf
- Promo Items

DOES ANYONE HAVE ANY QUESTIONS ABOUT MY
REPORT

