

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

<b>Facilities &amp; Operations Committee MINUTES February 7<sup>th</sup>, 2018</b>
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**CALL TO ORDER**

Austin Mendes, Chair, called the meeting to order at 3:34p.m.

**ROLL CALL**

Members Present: Francisco, Gwaltney, Hill, Jakel, Mendes, Perez

Members Absent: Weas<sup>1</sup>

Officers Present: Fehrn

Officers Absent: Allen

Guests: Aaron Tapper

\*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 board 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 board who is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]

<sup>1</sup>Mendes stated that Weas was absent because he had work.

**APPROVAL OF AGENDA**

The agenda was approved as presented. (Hill-m/Gwaltney-s)

**APPROVAL OF MINUTES**

The minutes for the October 18, 2017 Special, October 25, 2017 Special, November 8, 2017 and November 29, 2017 Special meetings were approved as presented (Gwaltney-m/Hill-s)

**PUBLIC SPEAKERS**

None.

**UNFINISHED BUSINESS**

None.

**REPORTS**

**a. Chair**

Mendes reported the following:

1) Mendes introduced and welcomed Megan Perez, RSA President Designee, to the committee.

2) Reminder that the TSU Space Utilization meeting will be on 2/14/18 at 11:30am.

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

Fehrn reported the following:

1) He will be presenting TSU updates in New Business.

**NEW BUSINESS****a. Information: TSU Update**

Mendes stated that Fehr would be updating them on projects that took place during Intersession in the TSU.

Mendes yielded to Fehr.

Fehr provided the following updates:

- Diaper Changing Stations: 3 stations were installed in the Titan Student Centers, 2 in the TSU and 1 in SRC.
- Food Court Microwaves: These were moved to the south wall but still waiting on the University to give the permit release to also move the sink.
- Additional Club Lockers: 12 new lockers were installed.
- Office Relocation: AICA, Elections and TTF were moved to TSU 271. Wiley got his new office in TSU 257.
- Public Area Furniture Cleaning: All public furniture was cleaned.
- Comprehensive Office Safety Reviews: We checked most offices and are in the process of making corrections.
- UCC Staffing Changes: Currently, both event planner positions are vacant. Mike Lara is helping with reservations.

Fehr answered questions from the committee.

Mendes thanked Jeff.

**b. Information: SRC Update**

Mendes stated that Tapper would be updating them on projects that took place during Intersession in the SRC.

Mendes yielded to Tapper.

Tapper provided the following updates:

- Carpet Installation: Looks very good. Check it out! Ordered more carpet for back office area to hopefully install during Spring Break.
- New Squat Racks: 3 have been ordered and are hoping for a Spring Break installation.
- Statistics: Fall 2017 had over 260,000 people enter the SRC; 60% of eligible people have a hand scan, 68% male visitors and 2% female visitors; These statistics help us see our areas for improvement.
- Launched Monthly Payments for Memberships: This was launched in January and we already have people signed up.
- SRC Staffing: Currently recruiting for three vacant positions. Goal is to be fully staffed by 6/30/2018.

Tapper answered questions from the committee. Mendes thanked Tapper.

**c. Discussion: Proposals & Goals for the Semester**

Mendes stated he wanted to give the committee a chance to share any ideas they have for the committee for this semester. He went around and asked everyone to share.

Francisco: Email a survey to TSU stakeholders to see what they would like changed or improved. Continue sustainable efforts in the TSU. Review Irvine Campus needs. Expand Titan Bowl and Billiards area.

Jakel: Finish up the SRC Fee Proposal.

Hill: Look at outdoor spaces like South Patio and East Patio. Figure out what the next steps would be for the Pub. Urge University to provide free feminine hygiene products.

Mendes informed the committee the following agenda items would be going through the committee this semester:

- 2018-2019 TSC Budget
- Fall 2018 TSU Club Office Space Allocation
- TSC Operating Hours
- TSC Fees
- 2<sup>nd</sup> Floor Remodel

Mendes thanked everyone for their ideas.

**ANNOUNCEMENTS/MEMBERS'  
PRIVILEGE**

Hill reminded everyone that ASI Elections Candidacy filing is open and available online. Encourage students to run for elections.

Jakel announced that Breakfast with the Board will be tomorrow 2/8/2018. If you can help please let me know asap. Governance Committee will be interviewing two candidates tomorrow for the Board of Director position in the College of Health and Human Development.

Francisco invited everyone to her program podcast launch party on Tuesday from 12:30pm to 2:30pm. Tacos will be served.

**ADJOURNMENT**

The meeting adjourned at 4:06p.m.

  
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Austin Mendes, Chair

  
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Deisy S. Hernandez, Recording Secretary

# TSU Intersession Update

# Facilities Improvements - Changing Stations

Main  
Level



Upper  
Level



# Facilities Improvements - Microwaves



## Facilities Improvements - Lockers

12 lockers

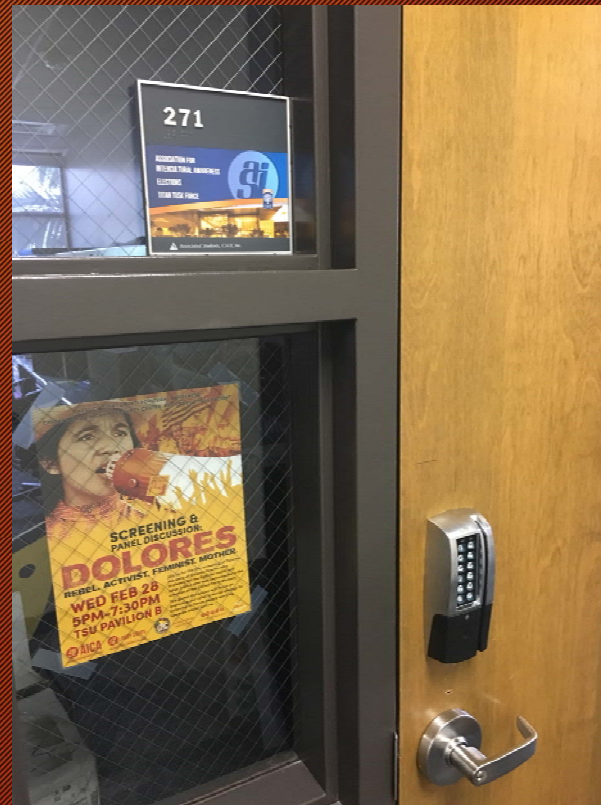
added to TSU 2



# Office Relocation

AICA  
Elections  
Task Force

moved to TSU  
271





# Cleaning - Public Area Furniture



# Cleaning - Airwalls



## Safety Review

- Operations staff completed a comprehensive safety review of all interior locations of the TSU. Included application of earthquake standards, electrical safety, trip hazards, materials storage and more.

## Staffing Changes

- Carmela Gomez – UCC Event Planner retired from CSUF following 38 years of service to our students and community.
- Tracey Magyar – UCC Event Planner and 18-year ASI employee moved to the Faculty Development Center
- Mike Lara – TSU Operations Supervisor has agreed to assist with event planning duties in the UCC until new staff hiring is completed.

# SRC Intersession Update

## Facility Improvements - Carpet

Installed carpeting throughout the main level to match the Titan Student Union



## Facility Purchase - Squat Rack

Purchased new Squat Rack with TSC Board-approved capital funding. To be installed during Spring Break.



## Fall Involvement Statistics

- 262,961 total people thru turnstiles
- 3,396 per day Monday-Thursday
- 23,944 out of 39,280 handscans on file
  
- Jan. 2018 got 26 new monthly membership sign-ups