

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

<b>Operations Committee MINUTES October 3<sup>rd</sup>, 2018</b>
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**CALL TO ORDER**

Douglas Kurtz, Chair, called the meeting to order at 1:32 p.m.

**ROLL CALL**

Members Present: Barillas, Duncan, Grino, Hesgard, Kurtz, Naeem, Nikopour, Thai, Torres

Members Absent: None

Officers Present: Allen, Evans, Fehr, 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 (3:00 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.]

Kurtz asked for a motion and second to excuse Evans as he would be leaving the meeting early. There were no objections. (Torres-m/Duncan)

**APPROVAL OF AGENDA**

The agenda was approved as presented. (Naeem-m/Torres-s)

**APPROVAL OF MINUTES**

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

**PUBLIC SPEAKERS**

None.

**UNFINISHED BUSINESS**

None.

**REPORTS**

**a. Chair**

Kurtz reported the following:

1) Kurtz explored the idea of getting swinging desks for the existing chairs at the SRC but it doesn't look feasible. Thai suggested having stand-alone desks, like ones in the TSU, at the SRC instead. Some stand-alone desks will be placed at the SRC to see if the students like them.

2) Credit Score program event will be at the end of the month. Thai has connected with a prior professor of hers and he has agreed to give his students extra credit for attending the event.

3) The Art Show will be from 10/15/2018 to 10/17/2018 and the committee will decide on one art piece to purchase. Each committee member will need to view the art pieces and complete a form with their top three choices for purchase. Later, as a committee, we will decide what art piece will be purchased.

4) Starting this week, his office hours will be Mondays 11:30am to 12:30pm

5) Kurtz encouraged committee members to spread the word about what this committee does to clubs and organizations they are familiar with.

**b. Director, Titan Recreation**

Tapper reported the following:

1) Thanks everyone for attending your one on one meetings and arriving prepared.

2) SRC started Intramurals on Monday night. Come and support the ASI staff intramural team that plays Tuesday nights.

3) Titan Recreation is partnered with Healthy Partnership for America and there is a healthy campus initiative that the whole campus is engaged in. SRC is helping with the physical activity aspect of the initiative. SRC has hosted Zumba in outside spaces and it will have similar programs in the near future.

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

Barillas reported the following:

1) Last two weeks have been slow. Talked with ESC to table at their Farmers Market events. If we will be doing a survey, ESC has asked to include some questions related to sustainability. ESC already provided their questions.

2) Barillas will contact the ASIP Thursday Concert Coordinator to see if they can allow the TSCBOT to table at their monthly events.

3) Through the TSU Ambassadors program, we have identified three students who are interested in being partnered with a trustee. We need trustees to sign up.

**NEW BUSINESS**

**a. Discussion: Programming of the Year**

Kurtz stated that during one on one meetings, committee members have shared with him their programming ideas. He suggested having a collective discussion about programming ideas.

Naeem stated he has been discussing with Kurtz and Tapper the idea of the 'Better You' series. When discussing, they realized that as a committee we are not in charge of putting on the programming itself but instead recommending what type of programming students would like to see. Some of the programming ideas Naeem had were the following: taxes, healthy lifestyle/diet, mental health, relationships/dating, leadership, buying the right car, career/success, how to dress properly, how to change a tire, CPR and how to google efficiently. If you have more ideas, let us know as we are trying to have a calendar of programs for the Spring 2019 semester.

Nikopour shared the idea of having a dancing class that involves partner dancing so students can bring a friend or someone they know. He also liked the idea of CPR certification.

Barillas stated that for spring time, they are thinking of a 'Yogurt and Yoga' program event to get students to go to the SRC. This would include having an outside yoga class where students can just join, learn about the SRC and get free yogurt.

Tapper stated the Titan Recreation is a certified CPR Red Cross center and they currently offer monthly classes at the SRC. It is a paid class. The SRC has to do a better job in promoting it. In regards to the 'Yogurt and Yoga' program, the SRC is planning to start a mobile fitness program to bring classes like yoga and Zumba to outside spaces. We would be glad to see how we can collaborate for these types of events,

Allen stated the core mission of the Operations Committee is to assess and recommend program ideas and direction to other areas based on student feedback and need. This includes assessing the programs currently offered as well as the programs not offered and provide recommendations. The assessment process would like include having members from this committee attend current events or programs and have students attending these events/programs complete a survey. Once data is gathered, a recommendation would be made for that area/program. She recommended in the next couple a meetings to brainstorm what needs to be assessed and create a calendar to guide the committee.

Naeem asked what programs/services the committee can assess. Allen responded that the committee can assess any program/service coming out of the TSU or the SRC. The committee can also assess the gaps and find out what we are currently not offering.

Kurtz thanked Allen and stated the committee will be moving in that direction.

Hesgard stated the Environmental Sustainability Commission reached out to Duncan, Kurtz and Evans regarding a programming campaign centered around water usage in the SRC showers. This could be a great programming collaboration idea for this committee.

Kurtz thanked everyone for their input.

**b. Discussion:  
Programming Survey**

Kurtz explained his survey idea. It would be an electronic survey that would list all of the programming ideas discussed so that students can choose which ones they are interested in. It would also include a comments box where students can provide their own ideas. This feedback would help guide us as to what programs and workshops we should put on.

Nikopour suggested including questions about the SRC usage to get an idea of what hours they use the SRC and what areas they utilize the most.

Thai suggested asking questions that would help us know where and how they hear about our TSU and SRC events/programs. This would help us know what our best marketing channels are.

Barillas stated that the committee would have to decide if there would be just one general survey or a few specific surveys, like one for the TSU, one for the SRC and a general one. Kurtz stated he preferred one survey that would touch on all aspects and student can select 'Does Not Apply' if they don't utilize that certain area. Also, students are more inclined to complete just one survey as opposed to multiple surveys.

Hesgard asked Kurtz to specify the goal of the survey. Kurtz stated it was to get feedback from students as to what programming ideas they are interested in as well feedback on other aspects of the TSU and the SRC. The survey would be an electronic survey but it won't be emailed out. They survey would be presented to students at tabling events. Hesgard suggested using the ipads at the SRC.

Naeem stated the committee needs to quickly decide on what ideas would be going on the survey so that the survey can start as soon as possible.

Duncan suggested having a couple specific surveys to accomplish our goal instead of just one general survey. It is much harder to identify what student concerns/issues/ideas are via a general survey.

Thai suggested having two surveys. One during this semester for feedback on programs and services for Spring 2019. The second survey can be a general survey for students to take after the completion of a program. It is important to have a template survey that we can make more specific later for each program.

Allen reminded the committee that we would be doing a national comprehensive survey for both the SRC and TSU. The survey would be sent to the entire student body. The survey would help us benchmark our facilities in comparison with other campuses on a national level. This survey is on the macro level and the committee should be concentrating on the micro level. The micro level includes assessing the current programs and services being offered as well as any gaps. The assessing would include surveys for each program.

Duncan stated we need to have general questions as well as specific questions for each program/service survey like: What brought you here? Would you come again? What would you like to see added? What is missing? In addition, there would be specific questions to that particular program.

Kurtz stated the committee seems interested in a program specific survey that would be given to students after a specific program/service offering to assess that specific program. In addition, there will be a general survey to gather student feedback on future program/workshop ideas.

Martin stated the survey should have closed ended questions in order to easily analyze the data. Having open ended questions makes it harder to analyze the data.


Kurtz stated he would work on closed ended questions for both surveys. He will email everyone the questions to gather feedback.

**ANNOUNCEMENTS/MEMBERS'  
PRIVILEGES**

Duncan reminded everyone to contact him ASAP if they are interested in attending ACUI in November.

**ADJOURNMENT**

The meeting adjourned at 2:07 p.m.



Douglas Kurtz, Chair



Deisy S. Hernandez, Recording Secretary