

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

Operations Committee SPECIAL MINUTES April 24th, 2019

CALL TO ORDER

Douglas Kurtz, Chair, called the meeting to order at 2:44 p.m.

ROLL CALL

Members Present: Ansari, Barillas, Barot, Duncan, Kurtz, Naz, Nikopour, Torres

Members Absent: Grino

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.]

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

The minutes for the April 10, 2019 meeting were approved as presented.
(Duncan-m/Torres-s)

PUBLIC SPEAKERS

None.

UNFINISHED BUSINESS

None.

REPORTS

a. Chair

Kurtz thanked the committee for their work this academic year and reviewed the committee's accomplishments.

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

Barillas reported she is finalizing the DIY program report and thanked the committee for an interesting year.

**c. Director, Titan
Recreation**

Tapper had no report but thanked the committee for a great year.

NEW BUSINESS

**a. Action: F-45
Membership Pricing**

OC 005 18/19 (Duncan-m/Torres-s) On a motion duly made and seconded, the Operations Committee approved sending a recommendation to the Board for the approval of the membership price for the F-45 program.

Kurtz yielded to Barot to present the proposal to the committee.

Barot explained that this current year, there was no monthly fee for the F-45 program and that is why currently there is no membership fee. Starting next academic year, the F-45 program will cost \$24,000 a year and because of this, we need to set a membership fee so that we can recover some of this cost. The proposal is to charge \$15 for students per semester and \$25 for faculty/staff per semester and it includes the possibility of having a promotional week at the beginning of each semester. With these fees, the TSCBOT is estimated to cover about 50% of the F-45 subscriptions costs.

Kurtz opened the floor to questions.

Evans asked why will the Director of Titan Recreation need to provide a report at each Operations committee meeting for the first year. Kurtz responded it is to be able to see if memberships are being sold and for next year's committee to be informed and be able to assess the program in the future.

Kurtz opened the floor to discussion.

Duncan stated that maybe having a report at each Operations committee meeting might be too much. Kurtz responded he thought it was not too much and stated it would help committee members know if Titan Recreation is meeting their F-45 membership goal and later be able to assess the program.

Kurtz stated that the idea of the promotional week is to help increase membership sales.

There was no further discussion.

Kurtz asked if there were any objections to moving into a roll call vote. There were no objections.

OC 005 18/19 MSC 7-0-0 The motion passed.

**b. Action: SRC Rockwall
Operating Hours**

OC 006 18/19 (Duncan-m/Torres-s) On a motion duly made and seconded, the Operations Committee approved sending a recommendation to the Board for the approval of the 2019-2020 SRC Rockwall operating hours.

Kurtz yielded to Nikopour to present the proposal to the committee. Nikopour explained that currently the SRC Rockwall is open for brief and inconsistent hours during the week and this proposal would help open the rock wall longer and for consistent hours during times of expected high traffic. The proposal is for the SRC rock wall to be open 2pm to 7:30pm Monday through Thursday and leave the weekend hours as is, effective 8/19/2019. See presentation attached to the minutes.

Kurtz opened the floor to questions.

Evans asked what the other 25.6% of the students in the poll stated about the current operating hours. Nikopour stated those students selected 'Other' and noted it was open too many hours or did not use the rock wall.

Evans asked why there was more foot traffic on Wednesday. Tapper stated the trend is not due to a particular event or program. The SRC hosts events throughout the week.

Kurtz opened the floor to discussion.

Ansari asked if the student assistants would mind the change in hours. Tapper responded he didn't think so and they probably would appreciate the consistency.

Evans asked if the SRC Rock Wall hours have changed over time. Tapper stated the hours haven't changed much. Evans asked if students have shown interest in later hours from like 9pm to 11pm. Tapper stated that in a future survey, they hope to ask those questions.

Martin stated that it is important to note that 45.4% of the students who took the survey answered that the hours are perfect so why change them. Also, ending at 7:30pm is a little odd and maybe it should close at the full hours and not at half an hour mark. Kurtz stated that the way they saw the data was that those 45.4% were happy with the amount of hours open and not necessarily the scheduled hours. The reason why 7:30pm is the closing time is to ensure we still open the same amount of hours in the week. With the survey planned for next semester, we can get data and adjust the hours further, if needed.

Duncan stated that the attendance in the Spring semester at 12pm was super high and he asked why. Tapper stated attendance tracking started in the middle of the Fall semester and also more programming has been done in the Spring semester. Overall, attendance has increased in the past year.

Martin stated that he foresees the same attendance trends for whatever operating hours are set. Currently, we don't have enough data to support an effective change in operating hours. Duncan stated that we have a lot of action items on the agenda and suggested we change it this year and next semester we can assess and make changes if needed.

There was no further discussion.

Kurtz asked if there were any objections to moving into a roll call vote. There were no objections.

OC 006 18/19 MSC 4-2-2 The motion passed.

**c. Action: Irvine Fitness
Center Operating Hours**

OC 007 18/19 (Torres-m/Ansari-s) On a motion duly made and seconded, the Operations Committee approved sending a recommendation to the Board for the approval of the 2019-2020 Irvine Fitness Center operating hours.

Kurtz yielded to Nikopour to present the proposal to the committee. Nikopour explained that the proposal is to change the operating hours of the Irvine Campus Fitness Center to 11am to 9pm for the four days it is currently open, Monday through Thursday. This change is proposed as data shows that the facility is used more during the proposed hours. This would also save the organization some money. See presentation attached to the minutes.

Kurtz opened the floor to questions.

Duncan asked what made them decide on an 11am start time if they had considered an earlier start previously. Kurtz stated that after consulting with Tapper, they decided on an 11am start time.

Naz asked if they considered opening an additional day like Fridays. Tapper stated they previously did have it open on Fridays and only 25 people attended during the course of the entire year. Also, the Irvine Center closes at 1pm on Fridays. Due to low attendance, the Board last year decided to have it closed on Fridays.

Kurtz opened the floor to discussion.

There was no discussion.

Kurtz asked if there were any objections to moving into a roll call vote. There were no objections.

OC 007 18/19 MSC 7-0-0 The motion passed.

**d. Action: SRC and TSU
Building Operating
Hours**

OC 008 18/19 (Torres-m/Ansari-s) On a motion duly made and seconded, the Operations Committee approved to dismiss a recommendation to the Board for the approval of the 2019-2020 SRC and TSU building operating hours.

Kurtz yielded to Naz to present the proposal to the committee. Naz presented the proposal and explained that the only changes she made was changing the dates. Operating hours did not changed.

Kurtz opened the floor to discussion.

Fehr stated that the proposal includes operating hours for the Mainframe lounge and that doesn't exist anymore. Kurtz stated there should be a friendly amendment to remove the Mainframe lounge operating hours from the proposal. There were no objections.

Evans suggested that next year the Board should consider extending the All Night Student schedule (24 hours operating hours) to include the Friday before Finals Week.

Fehr stated that because the proposal was sent at 12:39pm today, he did not have a chance to review the proposal. The proposal is incorrect as it stated these would be hours for Fall 2019 only but it should also include Spring 2020.

Evans also stated that the proposal is missing a few sections like Rationale and Impact.

Duncan suggested the committee move on to the next new business item and return to this one before the end of the meeting. Kurtz agreed.

The committee moved on to the next new business item and will return to this new business item before the end of the meeting.

**e. Action: Acquisition of
Student Art**

OC 009 18/19 (Duncan-m/Nikopour-s) On a motion duly made and seconded, the Operations Committee did not approve to send a recommendation to the Board for the approval of the acquisition of student art.

Kurtz explained that it was up to this committee to acquire student art and he explained the proposal to the committee. The proposal is to purchase the 'Tasty Pasta' art piece for \$500 from the Titan Student Centers Art & Exhibit budget, 1700-8074.

Kurtz opened the floor to questions.

Evans asked if the price was negotiated. Kurtz stated \$500 was the artist's asking price. Evans asked what are the typical prices for these kinds of art pieces. Allen stated that it can vary and suggested that for future proposals they include an image of the art piece, its medium and a pre-determined display location. Determining a location for the art piece is very important for decision making,

Kurtz opened the floor to discussion.

Duncan suggested to think about how much art work the TSU already has and if there is a need to spend \$500 for another art piece. He stated that based on the price, he doesn't think it is the best idea.

Duncan made a friendly amendment to make the following adjustment: Specify on the budget impact of the proposal the amount of \$500. There were no objections.

There was no further discussion.

Kurtz asked if there were any objections to moving into a roll call vote. There were no objections.

OC 009 18/19 MSC 0-7-0 The motion failed.

**d. Action: SRC and TSU
Building Operating
Hours (Continued)**

OC 008 18/19 (Torres-m/Ansari-s) On a motion duly made and seconded, the Operations Committee approved to dismiss a recommendation to the Board for the approval of the 2019-2020 SRC and TSU building operating hours.

Kurtz resumed discussion.

Fehr stated the proposal is incorrect and so is the excel sheet that was provided as back up documentation.

Duncan suggested the action item be dismissed at the committee level and have it go straight to the next TSCBOT meeting. This will allow more time to get the proposal corrected.

Duncan made a motion to dismiss the SRC and TSU Building Operating Hours action item at the committee level and have it be brought to the next TSCBOT meeting. Torres seconded the motion. There were no objections.

Kurtz asked if there were any objections to moving into a roll call vote. There were no objections.

OC 008 18/19 MSC 7-0-0 The motion to dismiss the action item and bring it straight to TSCBOT passed.

ROLL CALL VOTE

	005	006	007	008	009
Ansari	Y	Abstain	Y	Y	N
Barillas	Y	N	Y	Y	N
Barot	Y	Abstain	Y	Y	N
Duncan	Y	Y	Y	Y	N
Grino	Absent				
Kurtz	Chair	Y	Chair	Chair	Chair
Naz	Y	Y	Y	Y	N
Nikopour	Y	Y	Y	Y	N
Torres	Y	N	Y	Y	N
Results	7-0-0	4-2-2	7-0-0	7-0-0	0-7-0

**ANNOUNCEMENTS/MEMBERS'
PRIVILEGES**

Allen thanked the committee for their hard work this year.

Duncan also thanked the committee.

ADJOURNMENT

The meeting adjourned at 3:47p.m.



Douglas Kurtz, Chair



Delisy S. Hernandez, Recording Secretary

Proposal for membership costs of F45 for the academic year 2019-2020.

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: April 24th, 2019

PRESENTED BY: Minesh Barrot, Titan Student Centers Board of Trustee
Douglas Kurtz, Titan Student Centers Board of Trustee, Vice Chair of Operations

BACKGROUND

The F45 is a fitness program offered to the SRC members for free. The “F” in F45 stands for Functional Training and the “45” refers to 45 minutes. It started in September 2018 and has been a popular program amongst students and faculty/staff. In the coming academic year, the SRC will be charged \$24,000.00 for the F45 program.

PROPOSAL

To initiate a membership cost for the F45 program to cover the subscription fees associated with the program. The following are the proposed charges for students and faculty/staff members to use F45. The membership will be active from the first day till the last day of each semester. A membership may be available in summer for the same price. If the Director of Titan Recreation feels it is necessary, they may have a promotional week during the first week of classes of each semester. The promotional week may last no longer than seven (7) consecutive calendar days. The promotion may not exceed \$5 from the stated membership price. The Director of Titan Recreation will give an update at each Operations committee meeting on the amount of memberships sold for the first year so that the committee will stay engaged with this program.

Students: \$ 15.00
Faculty/Staff: \$ 25.00

RATIONALE

The SRC is expecting 350 student members and 40 faculty/staff members to use the F45 program per semester. Therefore, the proposed membership will earn a revenue of approximately \$6,250 per semester, and will cover 52% of the subscription fees for the year.

IMPACT

By charging a membership cost, the SRC will be able to continue the F45 program. The students and faculty/staff members will be able to participate in the program and stay fit.

BUDGET IMPACT

The membership revenue is expected to earn \$12,500. Therefore, TSCBOT will have to subsidize the remaining subscription costs that is \$11,500 plus the \$11,600 of operating expenses which includes wages, marketing and supplies.

IMPLEMENTATION TIMELINE

The membership costs will be charged from Fall 2019 onwards. The Operations committee may reassess the the membership as needed.

Update the SRC Rockwall Hours.

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: April 24, 2019

PRESENTED BY: Nima Nikopour, Titan Student Centers Board of Trustee

BACKGROUND

The SRC's Rockwall is only open for brief periods of time each day, except for Sundays, so it is imperative to choose the right time frames in order to be able to provide this service to as many interested students as possible.

PROPOSAL

To change the SRC Rock Wall Hours to 2:00 p.m. through 7:30 p.m. Monday through Thursday, and leave the weekend hours as is.

RATIONALE

In recent SRC polling data, it was shown that only 45.4% of students believe the hours are perfect as is, while 29.0% believe that it is not open long enough. More students can be given access to the Rockwall by setting the hours during periods of expected high traffic. Furthermore, consistent hours make it easier for students to be aware of when they can use the service.

IMPACT

This will increase the amount of students able to use the service since it will be open when the highest amount of students are in the SRC. Furthermore, the consistency of the times will make it easier for students to be aware of when it's available. The current amount of Rockwall employees would still be sufficient to operate the Rockwall as the expected increase in student usage does not signify a large enough increase in traffic to warrant more employees.

BUDGET IMPACT

This would have no effect on the budget since it is the same overall amount of hours.

IMPLEMENTATION TIMELINE

The new hours will be effective as of August 19, 2019.



SRC Rock Wall Hours Proposal



Nima Nikopour



Background

- The Rockwall is only open for brief, inconsistent, periods at a time every week
- Adjustments need to be made to maximize the amount of students able and willing to use the facility

Current Schedule

- Mondays: 5:00 p.m. - 9:00 p.m.
- Tuesdays: 5:00 p.m.- 9:00 p.m. & 12:00 p.m.- 3:00 p.m.
- Wednesdays: 5:00 p.m.- 9:00 p.m. & 12:00 p.m.- 3:00 p.m.
- Thursdays: 5:00 p.m. - 9:00 p.m.
- Fridays: 5:00 p.m. - 9:00 p.m.
- Saturdays: & 12:00 p.m.- 3:00 p.m.

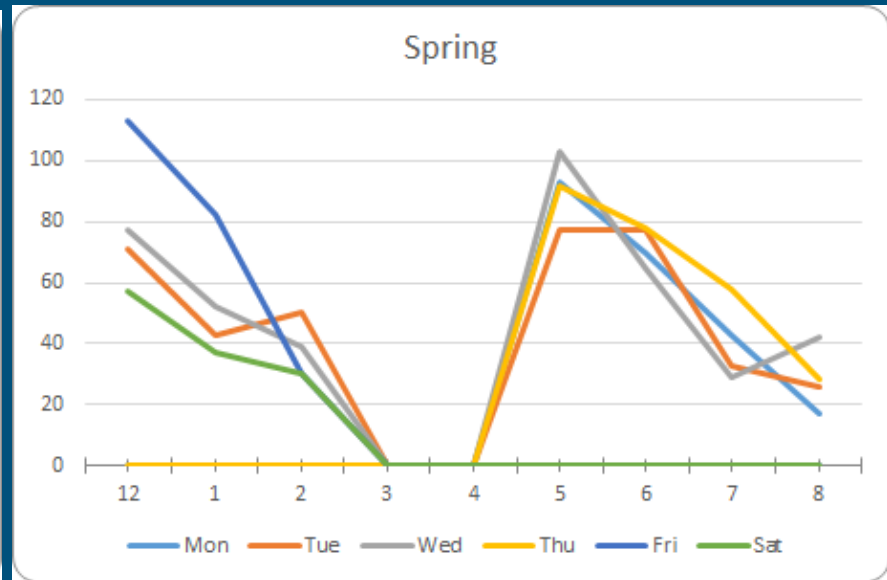
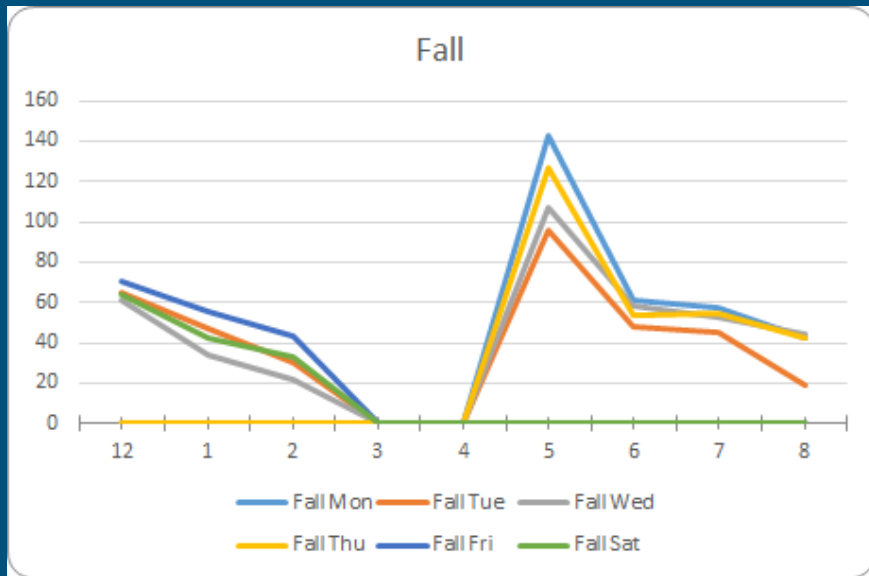
Proposal

- Change the Current SRC Rockwall hours to 2:00 p.m.- 7:30 p.m. on Mondays through Thursdays and to leave the weekend hours as is

Rationale

- ❖ Recent polling shows that only 45.4% of students believe the hours are perfect as
- ❖ 29.0% believe that the rockwall isn't open long enough
- ❖ Rearranging the hours around when students are the most available/interested would be more effective and cost efficient than by adding more hours

Rationale



Impact

- More students will be able to use the rock wall due to the convenience of having constant hours and because the hours reflect student usage data

Budget Impact

- There is no budget impact since the overall amount of hours is the same

Implementation Timeline

- These new hours will be effective as of August 19, 2019

Update the Irvine Campus Fitness Center hours.

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: April 24, 2019

PRESENTED BY: Nima Nikopour, Titan Student Centers Board of Trustee

BACKGROUND

The Irvine Campus Fitness Center is only open four days a week so it is important for its operating hours to fit the needs of the students as closely as possible to maximize the amount of students able to use the facility.

PROPOSAL

To change the Irvine Campus Fitness Center Hours to 11:00 a.m. through 9:00 p.m. in order to better suit student needs and to be cost effective.

RATIONALE

Turnstile data from the past four semesters have shown that early weekday mornings experience little to no traffic while there are usually spikes in traffic later on in the day. By opening 3 hours later and pushing the closing time to be an hour later as well, more people would likely use the service.

IMPACT

This shift in hours will allow for more students to be able to use the facilities since evidence has shown that they are more inclined to use the fitness center later than earlier. This will also prevent any operating costs from being incurred during hours of little to no usage.

BUDGET IMPACT

\$1,708 would be saved in the Fall 2019 semester and \$1,904 would be saved in the Spring 2020 semester amounting to a total of \$3,612.

IMPLEMENTATION TIMELINE

The change in Hours will be effective as of August 19, 2019.



Irvine Fitness Center Hours

Nima Nikopour

Background

- ❖ The Irvine Campus Fitness Center is only open four days a week so it is important to choose hours that best fit student interests
- ❖ Currently the hours are: Monday - Thursday from 8:00 a.m. to 8:00 p.m.



Proposal

- ❖ Change the Hours to Monday through Thursday from 11:00 a.m. to 9:00 p.m.

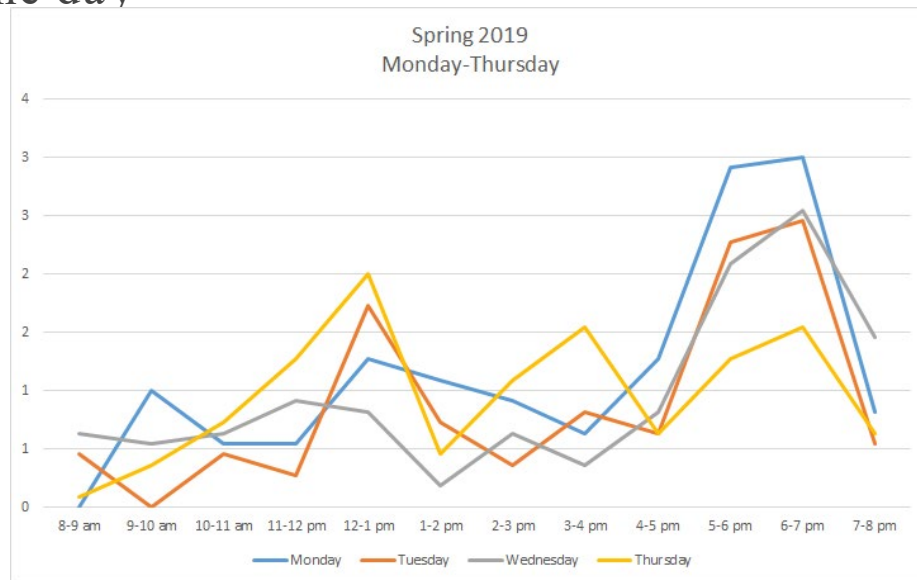


Rationale

- ❖ Turnstile data shows little to no traffic during earlier hours
- ❖ Spikes in traffic occur later in the day

Irvine - Spring 2019

Hour	Monday	Tuesday	Wednesday	Thursday
8-9 am	0	0	1	0
9-10 am	1	0	1	0
10-11 am	1	0	1	1
11-12 pm	1	0	1	1
12-1 pm	1	2	1	2
1-2 pm	1	1	0	0
2-3 pm	1	0	1	1
3-4 pm	1	1	0	2
4-5 pm	1	1	1	1
5-6 pm	3	2	2	1
6-7 pm	3	2	3	2
7-8 pm	1	1	1	1
TOTAL	14	11	12	12



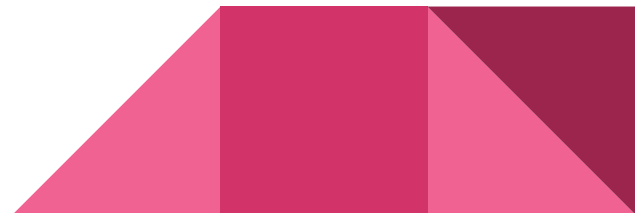
Impact

- ❖ This shift would increase the amount of students able/willing to use the fitness center since it better reflects usage data



Budget Impact

- ❖ \$1,708 in expected savings for the Fall 2019 semester
- ❖ and \$1,904 in expected savings for the 2020 semester
- ❖ amounts to a total of \$3,612



Implementation timeline

- The change in hours will be effective as of August 19, 2019



Update 2019 - 2020 Titan Student Union Centers Operating Hours

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: Wednesday, April 24, 2019

PRESENTED BY: Rabia Naz – Trustee – Titan Student Centers Board of Trustees
Jeff Fehr – Associate Director – Titan Student Union

BACKGROUND

An update to the CSUF Academic Calendar following the approval of 2019-2020 TSC Operating Hours have remained the same from the start of the Fall 2019 semester from Saturday, August 24, 2019. The Titan Student Centers operating hours are now consistent with the new Academic Calendar.

PROPOSAL

Update the operating hours of the Titan Student Centers to reflect changes in the Academic Calendar for Fall 2019. Change Fall 2019 regular hours to begin August 23, 2019 and close the TSU on Saturday, August 24, 2019 and Sunday, August 25, 2019.

Titan Student Union

	General Building	Information & Services	Mainframe Lounge	Titan Bowl/ Billiards
Regular Hours: Summer 2019				
Saturday, June 29 – Friday, August 23, 2019				
Mon-Thur	8am- 5pm	8am- 5pm	10am -2pm	Closed
Fri	8am -5pm	8am- 5pm	Closed	Closed
Sat	Closed	Closed	Closed	Closed
Sun	Closed	Closed	Closed	Closed
Special Operating Hours: Summer July 1- August 23, 2018				
Independence Day: Thursday July 4, 2019	Closed	Closed	Closed	Closed
Regular Hours: Fall Semester 2019				
Saturday August 24, 2019 – Friday, December 13, 2019				
Mon-Thur	7am -12mn	7am -12mn	7:30am- 10pm	9am-10pm
Fri	7am -10pm	7am -10pm	7:30am -5pm	9am – 10pm
Sat	10am- 10pm	10am- 10pm	Closed	Closed
Sun	10am -10pm	10am- 10 pm	Closed	Closed
Special Operating Hours: Fall Semester August 23 – December 20, 2019				
Saturday, August 24, 2019	Closed	Closed	Closed	Closed
Sunday, August 25, 2019	Closed	Closed	Closed	Closed

Acquisition of Student Art

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: April 24th, 2019

PRESENTED BY: Douglas Kurtz, Titan Student Center Board of Trustees, Vice Chair of Operations

BACKGROUND

The Operations committee may purchase student art for the Titan Student Center per Article VI Section 14 Clause 1. During fall 2018 and Spring 2019 the Operations committee reviewed student art during the semester student art shows.

PROPOSAL

To purchase the student art called “Tasty Pasta” for \$500. This piece will be hung in an open common area of the Titan Student Union for all visitors to enjoy.

RATIONALE

It is up to the discretion of the Operations Committee to purchase student art when they feel there is a need. We decided to purchase only one piece from this year. After careful consideration and discussion, we decided that “Tasty Pasta” was the best piece.

IMPACT

There will be a new piece of student art in the TSU.

BUDGET IMPACT

Funding for the purchase will be allocated from the Titan Student Centers Art & Exhibit budget, 1700-8074

IMPLEMENTATION TIMELINE

“Tasty Pasta” will be purchased and hung in the TSU at the earliest convenience.