

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

Programs & Services Committee MINUTES February 21st, 2018

CALL TO ORDER Rebecca Hesgard, Chair, called the meeting to order at 2:37p.m.

ROLL CALL Members Present: Achatz, Barillas, Hesgard, Hill, Jakel, Lozano

Members Absent: Dadabhoy

Officers Present: Tapper

Officers Absent: Allen

Guests: Tori Hust

*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 (3:30 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.]

APPROVAL OF AGENDA The agenda was approved as presented. (Barillas-m/Jakel-s)

APPROVAL OF MINUTES The minutes for the February 7, 2018 meeting were approved as presented. (Hill-m/Jakel-s)

PUBLIC SPEAKERS None.

UNFINISHED BUSINESS None.

REPORTS

a. Chair Hesgard reported the following:

1) Hesgard welcomed and introduced Faith Lozano, RSA President Designee, to the committee.

2) TSCBOT will be helping TTF at their ASI Carnival event on 3/9/2018. Please see me if you would like to volunteer at the event on behalf of the TSCBOT.

b. Director, Titan Recreation Tapper reported the following:

1) NIRSA Conference is coming up and I look forward to promoting our Titan Recreation vacant positions.

2) Instructional Class numbers for session one are rather low so we are pushing and promoting to get higher numbers in session two. Also, we also added another session of boot camp because the first one sold out.

3) Launched the Titan Recreation social media in December. Partnered with Kind Bar to increase followers.

NEW BUSINESS

a. **Action: TSU Check Out Program Proposal**

PSC 003 17/18 (Hill-m/Barillas-s) On a motion duly made and seconded, the Programs & Services Committee approved sending a recommendation to the Board for the approval of a program for checking out lap desks and bean bag chairs in the TSU.

Hesgard stated the proposal was to add a lap desk and bean bag chair check out program within the TSU. This idea initiated when ASIP had an event last semester that involved bean bag chairs. The students loved them and some suggested to have these at the TSU. Also, students use almost every open space to study, including floors which can be uncomfortable. Having this program would bring comfort to those students while studying. This program is also not very expensive to start.

Hesgard read over the specifications and features for the lap desks and added that these items could possibly be branded with the ASI logo.

Hesgard read over the specifications and features for the bean bag chair. These items can also be branded with ASI logo. In addition, these are the same bean bag chairs that the SRC currently has so this would help tie the buildings together which has been a continued effort. Having the bean bag chairs would help maximize space.

In regards to cost, the lap desks range from \$9.99 to \$14.99 each. The bean bag chairs are \$39.95 each but since we have ordered them in the past maybe we can get a discount. To get this program started, the cost should not exceed \$1,500.

Hesgard responded to questions from the committee. She stated that for storage, she and Jeff have talked about possible storage locations being the Information and Services desk as well as the upper level desk. The check out policy is being finalized but will most likely be very similar to that of the current laptop check out system at the Information and Services desk. The program will start with 20 of each item. There will be no rental fee.

Hill moved to amend the budget impact section of the proposal to add that \$500 would be coming from TSC General Services Account #1000-8051 and \$1,000 from TSCBOT Supplies Account #1900-8050.

PSC 003A 17/18 (Hill-m/Jakel-s) On a motion duly made and seconded, the Programs & Services Committee amended the motion to add to the budget impact of the proposal that \$500 would be coming from TSC General Services Account #1000-8051 and \$1,000 from TSCBOT Supplies Account #1900-8050.

PSC 003A 17/18 MSC 5-0-0 The amendment passed.

Hust asked how these items would be cleaned/maintained and what would happen to any damaged items. Hesgard said she was informed there is regular maintenance on furniture and items so these items would be included. In regards to damaged items, this is something that still needs to be thought out.

Lozano asked how long these items can be checkout for. Hesgard responded probably just for the day. Jakel suggested aside from adding the ASI logo to these items, it would be a good idea to also add a reminder like 'Do Not Take Out of TSU' to ensure items don't leave the building.

The committee had no further discussion or questions.

PSC 003 17/18 MSC 5-0-0 The motion passed.

TIME CERTAIN

Anthony Pang, Associate Director, and Gleanne Kienzler, Coordinator, from the office of Student Life and Leadership introduced themselves. They provided an overview of what Titanlink is and how it works. In addition, they answered questions from the committee regarding the limitations of Titanlink. The committee also shared suggestions on how to make this online system more student friendly, specifically as it relates to room or space reservations. Pang and Kienzler thanked the committee for their time and feedback.

ROLL CALL VOTES

	003A	003
Achatz	Y	Y
Barillas	Y	Y
Dadabhoy	Absent	
Hesgard	Chair	
Hill	Y	Y
Jakel	Y	Y
Lozano	Y	Y
Results	5-0-0	5-0-0

ANNOUNCEMENTS/MEMBERS' PRIVILEGE

Hill announced interviews to fill the TSCBOT Trustee vacancy were done today and he is hopeful they would be bringing a candidate forward to the TSCBOT meeting on 2/28/18. Also, he is working on an Irvine Campus visit tentatively scheduled for 3/16/18. If anyone is interested in joining the visit, please contact him.

ADJOURNMENT

The meeting adjourned at 3:31p.m.



 Rebecca Hesgard, Chair



 Deisy S. Hernandez, Recording Secretary

Request to start a lap desk and bean bag chair check-out program in the Titan Student Union.

PRESENTED TO: Programs & Services Committee, TSCBOT

MEETING DATE: February 21, 2018

PRESENTED BY: Rebecca Hesgard and Wendy Barillas

BACKGROUND

The Titan Student Union is one of the largest studying spaces on campus that students utilize. On any given day students can be found seated on the ground throughout the TSU. Implementing a lap desk and bean bag chair check-out program will help to increase comfortability and maximize studying space in the TSU.

PROPOSAL

Request to start a lap desk and bean bag chair check-out program in the TSU.

RATIONALE

To enhance the student experience within the TSU, starting a small check-out program of 20 bean bag chairs and 20 portable lap desks will help provide additional comfort and a more suitable studying and socializing area. If this program receives a popular response, it can ultimately be expanded upon in the future.

IMPACT

Students will be able to have a greater experience in the TSU with these additions. This will primarily affect the area(s) in ASI that will be tasked with the checking in and out of the items for students.

BUDGET IMPACT

This program would have a minimal impact for the amount of items being added to enhance the TSU. With pricing estimates, this program is not to exceed \$1,500.

IMPLEMENTATION TIMELINE

Taking into consideration time to receive the items and get ASI and/or TSU marketing on them, the program should begin within the semester or by the start of fall 2018 at the latest.



TSU CHECK OUT PROGRAM

PROGRAMS & SERVICES



BACKGROUND

- ASIP event last fall that had rented bean bags out on Titan Walk lawn and they were extremely popular!
- Students find study spaces all over the TSU, even on the ground
- Looking for solution for comfort when studying in the TSU that did not require expensive furniture or additional physical building space

LAP DESKS

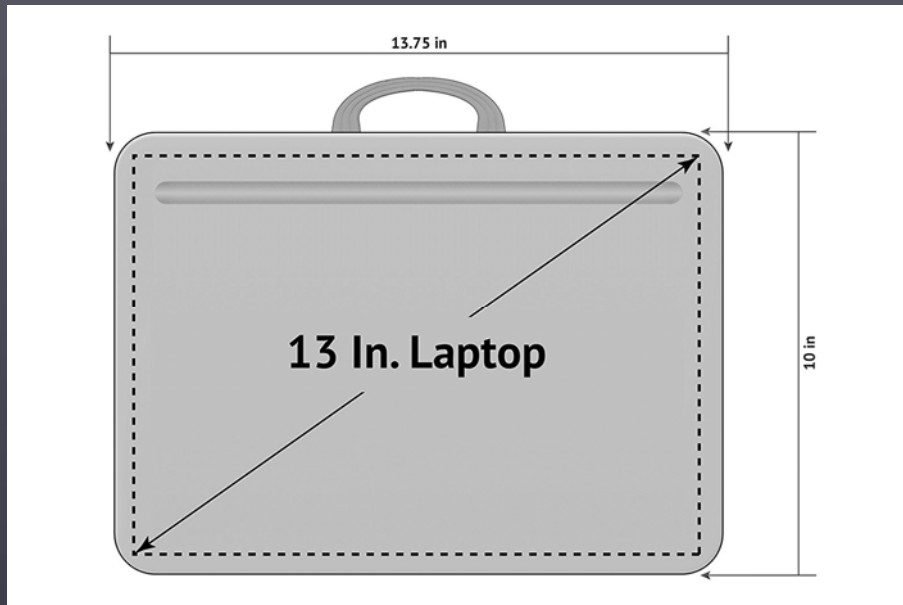


https://www.amazon.com/LapGear-Essential-Lap-Desk-Laptop/dp/B076DRYBM2/ref=sr_1_5?s=office-products&ie=UTF8&qid=1517379633&sr=1-5&keywords=lap%2Bdesk&th=1



- Compact size for convenient travel
- Dual-bolster cushion provides the correct angle for optimal screen viewing
- Micro-bead filled cushion conforms to the lap, providing comfort and stability
- Durable surface made from High-Impact Polystyrene
- Dimensions: 13.75 x 10 x 2 in.

LAP DESKS



https://www.amazon.com/LapGear-Essential-Lap-Desk-Laptop/dp/B076DRYBM2/ref=sr_1_5?s=office-products&ie=UTF8&qid=1517379633&sr=1-5&keywords=lap%2Bdesk&th=1

- Solution for students to work throughout the TSU without needing more tables
- Helps alleviate the issue of students using seating space to put their laptops
- Can fit laptops up to 13”
- In a check-out format for this program, students should be more likely to return them

BEAN BAG CHAIRS

- The R3 Foam Chair has a durable, 680 denier shell and a recycled foam interior.
- Each chair saved 10lbs of EVA foam from a landfill.
- Weight 11lbs



<https://madrock.com/collections/accessories/products/r3-chair>

BEAN BAG CHAIRS

- Currently have these chairs at the SRC Rock Wall and will further the effort to tie aspects of these two buildings together
- Maximize study space in TSU without major furniture purchase
- Since we have purchased from this company previously, we know their capabilities in terms of quality of product and the possibility of putting ASI marketing on the chairs is confirmed already

<https://madrock.com/collections/accessories/products/r3-chair>



COST

Lap Desk estimated cost: ($\$9.99-14.99 \times 20$)	\$200-300
Bean Bag Chair estimated cost: ($\$39.95 \times 20$)	\$800
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Total cost for all items:	\$1,100

These are pricing estimates that do not include shipping, marketing, and implementation costs, so to account for these costs this program is written not to exceed \$1,500 in total.

QUESTIONS?

