



**MEETING MINUTES
May 2, 2018**

CALL TO ORDER

Jared Hill, TSC Board of Trustees Chair, called the meeting to order at 1:30 pm

Hill asked for a motion to excuse Tapper's absence due to university business, and Achatz is out due to illness. (Hust-m/Francisco-s)

ROLL CALL

Members Present: Ayala, Barillas, Francisco, Gerboc, Hesgard, Hill, Hust, Jakel, Mendes, Vigil, Wolfe

Members Absent: Achatz (E), Dadabhoy, Davis

Officers Present: Allen, Badal, Collins, Fehr, Martin, Scialdone, Tapper

Officers absent:

*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 (3:45 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. (Hust-m/Ayala-s) There were no objections.

APPROVAL OF MINUTES

The minutes from the 4/18/2018 meeting were approved as presented. (Mendes-m/Francisco-s) There were no objections.

Hesgard made a friendly amendment to correct page 2, new business item a., to read that Hesgard yielded to Tapper, not Hust. There were no objections.

PUBLIC SPEAKERS

None

REPORTS

a. Chair

Hill reported final committee meetings were wrapped up last week. He commended the Vice Chairs and committee members for their amazing work. He thanked the board for the extensive and fruitful discussion about the Bylaw changes and shared that he and the Vice Chairs met to discuss the proposal that is on today's agenda. Hill thanked to all who attended the TSCBOT banquet. It was a great time at the game. He reminded the Board to pick up a logo baseball if they did not receive one. Reminded all that next week's meeting is last Board of Trustees meeting for the semester. Subsequently, he will be in full transition mode, working with incoming student leaders.

**b. Vice Chair for Facilities
& Operations**

Mendes reported last week was the final committee meeting. He thanked Fehr for his support throughout the year, and thanked the committee for all of the work they did. Today's agenda will include final proposals from the committee for consideration.

- c. **Vice Chair for Marketing & Outreach** Hust reported that from the last meeting two proposals are coming to the Board today. They decided to hold off on ASI campus banners until the next BOT in fall. She shared that the Marketing division has hired a new marketing design coordinator. Hust thanked Martin for his support and assistance. She gave a shout out to management advisors for their help and assistance on various projects.
- d. **Vice Chair for Programs & Services** Hesgard reported that the last meeting was emotional. The committee reviewed and shared their accomplishments for the year. Hesgard shared that she is very proud of the work completed. She thanked all who showed up for the TSC meet and greet event. It was a great time talking to students and sharing the role of the BOT. Hesgard shared that the committee worked on preparing outstanding projects that be transitioned to the incoming Board to finish up, including Kiosks in the TSU and wellness vending machines. She encouraged the Trustees to send a one page experience document to her before the end of their term and to consider including information such as, advice you wish you were given, and information that can be shared with incoming leaders to help them succeed.
- e. **Associate Executive Director** Allen reported
- Special Projects Coordinator, Justin Lawson, will be leaving the organization after 2 years with ASI. He has accepted a position with LA Metro, and will be working with marginalized communities. It is a very exciting opportunity for Justin. He has been a great help to ASI, and his last day will be May 4th.
 - Marketing update, as mentioned, a new Design Coordinator has been hired and will be starting, May 21st. His name is Michael Greenleaf. With this hire, the Marketing team is complete.
 - UCC update, Fehrn welcomed two new employees, Robbie Abraham, and Camille LaFrontiere. They are training and starting the process of moving into their positions.
 - Thank you to all who serve on the Board of Trustees. Congratulations to those who are graduating and those who are returning.
- a. **ASI Board of Directors Chair** Jakel reported spring concert ticket refunds are still available and he asked that trustees share the link with students. There are leadership positions available for next year and he asked the Board to continue to encourage students to apply. BOD passed 2 resolutions on Tuesday, Support of Civil Disobedience and Social Action, and Recognizing CSUF Student and Team Athletic and Philanthropic accomplishments. Next week the Board has a very busy agenda. Additionally, there is an Advocacy agenda event happening next week in the quad. Jakel distributed handouts.
- b. **ASI President's Rep.** No report.

UNFINISHED BUSINESS

- a. **Action: ASI Bylaws, Article VI, Titan Student Centers Board of Trustees** Hill asked for a motion to bring motion BOT 031 17/18 from the table (Hust-m/Francisco-s). Hill reminded the Board that the motion was tabled at the last meeting to further explore changes to ASI Bylaws, Article VI, and Titan Student Centers Board of Trustees.

BOT 031 17/18 (Facilities & Operations) A motion was brought to the Board of Trustees from the Facilities and Operations Committee to approve changes to ASI Bylaws, Article VI, Titan Student Centers Board of Trustees.

Hill reviewed the changes discussed at the last board meeting, specifically moving from 3 committees to two. The Chair and Vice Chairs met to review proposed changes to address the concerns brought up at the last meeting. Attached is the amended bylaw language to reflect the addition of a Marketing Liaison for the Facilities committee and a Programming Liaison for the Operations committee. There was a consensus from the Leadership team that they did not want to lose growth opportunity for Student Trustees. Both liaison

positions will report to the respective Vice Chairs. Additionally, the Marketing Liaison will meet with Martin and the Marketing team quarterly or every other month.

Hill asked for an amendment to implement the changes as outlined in the attached proposal. **Hust made amendment #8 to Motion BOT 031 17/18 to implement the recommended changes to Article VI, Section 10, for the Facilities and Operations committees. Mendes seconded amendment #8.** Hust shared that the recommended changes are favorable and all of the concerns shared at the last meeting have been addressed in the proposed changes. Hesgard thanked Hill and the team for meeting to discuss and to prepare a proposal that includes additional leadership roles for the BOT. Hill opened the floor to discussion. There was none. **Amendment #8 to Motion BOT 031 17/18 passed with an 11-0-0 roll call vote.**

Allen made a friendly amendment to correct the language to read that the Liaison would be appointed from the Student Trustee committee members. There were no objections.

Hill opened the floor to questions relating to the proposed Bylaw changes. There was no further discussion.

BOT 031 17/18 (Facilities & Operations) MSC: 11-0-0 The motion passed.

NEW BUSINESS

a. **Proposal: Table
Toppers**

BOT 037 17/18 (Marketing & Outreach) A motion was brought to the Board of Trustees from the Marketing and Outreach Committee to approve a proposal establishing table toppers to increase student outreach and marketing efforts in the Titan Student Centers.

Hill yielded to Hust, Marketing and Outreach Chair, to review the proposal and the PowerPoint presentation which covers action items A and B. The presentation is an attachment to the minutes. Hust shared that the focus is more on student outreach. Hoping to reserve the top two spaces for ASI promotion. Goal is to garner outside advertisement and the proceeds could be used for scholarships. Hust reviewed the proposal.

Hill opened the floor to questions and discussion.

Gerbec asked if the advertisements would be plastic or reprinted each time. Martin confirmed printed each time. Gerbec asked if campus partners would be able to use and cost. Hust shared it had not been discussed, however it would possibly be considered under students.

Vigil asked how student organizations would submit the graphic for the advertisement. It was confirmed that requests should be submitted via the Marketing Request Form.

Francisco asked how often would Ads be switched out and Hust shared the goal would be within a few weeks. Francisco asked how advertisement allocation would be decided, first come first serve. Hill, shared marketing requests will be reviewed and decided by the department.

Allen, shared that projects like this can be addressed by the Liaison working with the marketing team, and could be a discussion within the dept. The BOT should be talking big picture on projects of a grander scale.

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

BOT 037 17/18 (Marketing & Outreach) MSC: The motion

**b. Proposal: TSU
Televisions**

BOT 038 17/18 (Marketing & Outreach) A motion was brought to the Board of Trustees from the Marketing and Outreach Committee to approve a proposal to install four (4) 80" commercial televisions in the TSU on the wall across from the grand staircase.

Hill yielded to Hust, Marketing and Outreach Chair, to review the proposal and the PowerPoint presentation which covers proposals A and B. The presentation is an attachment to the minutes. Hust shared this proposal is presented with input and support from Martin and Tapper. She shared that the idea came from the NIRSA conference. She reviewed the proposal stating that the goal of the TVs is to focus on outreach and bringing more students into the TSU.

Hill opened the floor to questions and discussion.

Vigil asked could students pick channels. Hill shared that the TV channels would be preset.

Allen made a friendly amendment to the Proposal to reflect that the proposal to install four 80" commercial televisions is subject to Fire Marshall and Facilities approval.

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

BOT 038 17/18 (Facilities & Operations) MSC: 10-0-1 The motion passed.

**c. Proposal: SRC
Instructional Class Fees**

BOT 039 17/18 (Facilities & Operations) A motion was brought to the Board of Trustees from the Facilities and Operations Committee to approve a proposal to adjust the fees for SRC instructional classes.

Hill yielded to Austin Mendes, Facilities & Operations Chair, to review the proposal and a PowerPoint presentation, which is an attachment to the minutes. The proposal identified a price chart to set pricing at a level that will allow the classes to break even based on dance class participation of at least 8 students and martial arts at 16 students.

Hill thanked Mendes and Tapper for their work on this proposal to bring the pricing in line for these services in the SRC.

Hill opened the floor to questions and discussion.

Vigil asked where the revenue would go. It was confirmed that without the adjustment the deficit is offset through the SRC budget, and with the adjustment the funds would go toward SRC budget operations.

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

BOT 039 17/18 (Facilities & Operations) MSC: 11-0-0 The motion passed.

**d. Proposal: TSU Main
Level Projects**

BOT 040 17/18 (Facilities & Operations) A motion was brought to the Board of Trustees from the Facilities and Operations Committee to approve a proposal to designate \$700,000 from the Titan Student Centers Maintenance/Repair Fund and \$50,000 from the Titan Student Centers Operating Fund to complete facility improvement projects on the main level of the Titan Student Union.

Hill yielded to Austin Mendes, Facilities and Operations Committee Chair to review the proposal, which is an attachment to the minutes. Mendes provided a PowerPoint overview of the proposal.

Mendes shared that Board of Trustees approved a \$2.7 million transfer into the facility renovation fund through the TSC 2018/19 budget process. This proposal is to move an additional \$50k into the fund and to address various projects on the main level of the TSU (including, completely removing the maroon accent/coloring from the building, wall texture update, carpeting update, replacing wooden doors on west side with glass doors, wayfinding kiosks, food court painting, and to add wayfinding in the meeting room areas) for a total cost of \$748,400.

Hill opened the floor to questions and discussion.

Jakel asked if the glass doors would be transparent or frosted. Hill shared they would match the TSU Board Room doors. Vigil asked if they would be able to be secured open. Fehr said yes as long as they are legally allowed to be open. Jakel recommended looking into frosting the doors for shelter in place concerns.

Gerbec asked about the ongoing costs for wayfinding and the process of handling the cost. Hill shared the proposed software is part of our current system. He deferred to Fehr for further clarification. Fehr shared that there are two parts to the costs. Will be adding to software program currently utilized and enhancing existing programs. Hill shared ongoing costs will be incorporated into the yearly budget.

Mendes shared part of the proposal is to purchase 10 of the larger Kiosks, which can be utilized throughout the building and possibly in the SRC.

Hill commented that he will let other former BOT members know that the crusade against maroon is moving forward!

Allen commended Mendes and Fehr on the excellent job with this proposal.

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

BOT 040 17/18 (Facilities & Operations) MSC: 11-0-0 The motion passed.

Hill called for a 5 min break at 2:30pm. Meeting resumed at 2:36pm.

e. Proposal: TSU Facility Renovation Plan

BOT 041 17/18 (Facilities & Operations) A motion was brought to the Board of Trustees from the Facilities and Operations Committee to approve and allocate funds for the Titan Student Union facility renovation plan.

Hill yielded to Austin Mendes, TSC Facilities & Operations Committee Chair to review the proposal, which is an attachment to the minutes. Mendes provided a PowerPoint presentation and overview of the proposal and invited representatives from Menemsha Architecture Firm to review a PowerPoint presentation regarding the TSU facility renovation plans, which is an attachment to the minutes.

Hill asked Allen to review AOA's recommendation for square footage per person as Mendes addressed the presentation on space totals. Allen shared that AOA has studied and formulated recommended square footage for student space. Those recommendations were considered in formulating the proposed space totals as outlined in the presentation.

Mendes highlighted the proposed locations and reviewed the budget allocation potential costs for the project. Mendes yielded to McDoniel to review any additional details regarding the cost and scope of the project. McDoniel shared that as of June 1st the first payment for the project will be available when the additional \$2mil is moved to the facility renovation account. In subsequent years funds will be allocated according to the projected schedule.

She further shared that the project will be addressed in phases and can take anywhere from 3 to 5 years to complete. The plans, timing and further details will take additional planning, hiring of professionals, architects, construction teams, etc. before any work begins. Additionally, McDoniel has met with campus to begin discussions.

Hill yielded to representatives from Menemsha Architects to review a PowerPoint presentation which is an attachment to the minutes. Reza Hadaegh and Alex Catala shared an overview of proposed space renderings and provided that they have identified creativity, collaboration and flexibility as the goals for the project.

Hill opened the floor to questions and discussion.

Scialdone asked the approximate square footage for the overall project. Hadaegh shared an approximate total of 25,000 square feet.

Hill referred back to the comprehensive map and shared there are programming groups that were not included on the second floor map in the Menemsha presentation. Hadaegh shared programming was moved to the downstairs student space as part of the Menemsha proposed layout. He further shared that programming could be added to the upstairs however, it would impact the available space.

Martin asked about changes to the marketing layout and the proposed square footage. Hadaegh shared changes were made as a result of architectural design issues and shared the proposed square footage is 1,835.

Hill asked McDoniel to review what the BOT is voting on. McDoniel shared the vote is for the two page proposal from Facilities and Operations, and approval to move forward in developing a plan to redesign the upper level of the TSU. The document provided by Menemsha is a guide, not what the BOT is voting on.

Hill shared he wanted the presentation from Menemsha to give the BOT an idea regarding how the space could be further developed.

Mendes asked McDoniel to share an overview of the project. McDoniel shared meetings will begin to establish a project timeline. The project will take approximately 3-4 years. The initial project will be to start with RFP's for architectural drawings, and to develop the budget process.

Hill shared with many of the Student Trustees graduating, if the BOT approves today, hold off until new student leaders are included in the process. McDoniel shared that the existing renovated area happened similarly to the proposed renovations. She further shared that management can be asked to report back to the Board once per semester or more often if needed.

Hill shared this is a huge issue and asked if there were any more questions.

Vigil shared that he talked with the SLL staff to get feedback. Overall, staff was very happy and appreciative that clubs will be in one space and based on the proposed location, programming activities could be held in the patio area. There is a lot of potential.

Wolfe asked for an overview of the impact of construction to ASI operations. Hill shared that the plan is to address construction in phases to minimize impact to staff and operations. Hadaegh shared phasing plan would be established to address when people would need to be relocated and where they would be placed.

Jakel asked if programming was included in the ASI space. Hill shared in the proposal programming was placed in the downstairs area. This is a guiding doc and this will be revisited.

Barillas shared the concept is a good idea, and seems to make the TSU more organized.

Mendes reviewed the approved proposal map/floorplan and guiding principles. He reminded the Board that they are voting on the allocation of funds and the proposed layout from the proposal.

Badal asked for clarification on what would be remodeled. Hill confirmed the upper and lower level of the TSU. Badal, asked for clarification regarding what would be included in the cost of the project. McDoniel confirmed that all renovation work and material is included in the overall cost.

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

BOT 041 17/18 (Facilities & Operations) MSC: 11-0-0 The motion passed.

ROLL CALL VOTES

Start	Amend #8 BOT 031	031	037	038	039	040	041
Achatz	Absent						
Ayala	Y	Y	Y	Y	Y	Y	Y
Barillas	Y	Y	Y	Y	Y	Y	Y
Dadabhoy	Absent						
Davis	Absent						
Francisco	Y	Y	Y	Y	Y	Y	Y
Gerboc	Y	Y	Y	Y	Y	Y	Y
Nikopour	Y	Y	Y	Y	Y	Y	Y
Hesgard	Y	Y	Y	Y	Y	Y	Y
Hill	CHAIR						
Hust	Y	Y	Y	Y	Y	Y	Y
Jakel	Y	Y	Y	AB	Y	Y	Y
Mendes	Y	Y	Y	Y	Y	Y	Y
Vigil	Y	Y	Y	Y	Y	Y	Y
Wolfe	Y	Y	Y	Y	Y	Y	Y
Results	11-0-0	11-0-0	11-0-0	10-0-1	11-0-0	11-0-0	11-0-0

ANNOUNCEMENTS/MEMBERS' PRIVILEGES

Vigil

Tuffy Awards will be held tomorrow, Thursday at 5:00pm in TSU Pavilion. First 500 to RSVP will get a prize.

Gerboc

Congrats to graduates. Update on graduation events:

- Met goal for alumni participation, 1,936 new memberships. 20% of the funds raised will go toward a multi-year project to build an elephant statue. Remaining funds will go toward students basic needs.
- Over 500 students attended the grad BBQ. It was a great event. CSUF's Funny People Society helped MC the event.
- Commencement Day, a special reception will be held at the Alumni house before the events. RSVP to attend.

Martin

All Night Study starts on Monday, 5/7. Many events, giveaways and activities for students. Martin distributed handbills. Spread the word.

Mendes


Thanked Hill, McDoniel, Allen and Fehr for their help and work on the facility renovation project.

ADJOURNMENT

The meeting adjourned at 3:21 p.m.



Jared Hill, TSC Board of Trustees Chair



Susan Collins, Recording Secretary

Request to amend ASI Bylaws

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: TSBOT, Facilities and Operations Committee, 4/11/18

PRESENTED BY: Trustees: Austin Mendes and Jared Hill

BACKGROUND

After one full year of experimenting with a new committee structure, it is believed by current TSC Leadership that amending committee structures would benefit the organization.

PROPOSAL

Request amend bylaws as seen in documentation.

RATIONALE

These changes allow for the TSCBOT to operate in a more efficient manner and clearly state the areas of purview that each committee holds. These changes will allow the BOT to continue to operate and successfully manage the Titan Student Centers Fee and the buildings funded through it.

IMPACT

Returning to two TSCBOT Committees with structured responsibilities allows for more students to sit on each committee to increase discussion and participation. The current workload is divisible between a Facilities Committee and Operations Committee and will allow for more projects for each Vice Chair.

BUDGET IMPACT

There is a minimal budget impact associated with the proposal.

IMPLEMENTATION TIMELINE

Upon approval, committee structures would be modified starting on June 1st, 2018. Amendments to replacing Titan Student Centers Governing Board with Titan Student Centers Board of Trustees and bylaw guidelines will take place immediately.

BYLAWS FOR THE REGULATIONS,
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ARTICLE VI

TITAN STUDENT CENTERS BOARD OF TRUSTEES

Section 1. **PURPOSE** The purpose of the Board of Trustees is to establish policies which will assure that the Titan Student Union, Student Recreation Center and the Irvine Fitness Center and student lounge (hereinafter referred to as “Titan Student Centers”) are a unifying force between students, faculty, and staff; campus centers for social, cultural, fitness, recreational and intellectual activities and services; places to provide further opportunities to broaden and strengthen interpersonal relationships and self-enhancement within a large urban university; and to provide experience in self-government and civic responsibility.

Section 2. **DELEGATION OF AUTHORITY**

Clause 1. The Board of Directors establishes the Titan Student Centers Board of Trustees in order to develop and adopt operating policies to govern the operation of the facilities and programs of the Titan Student Centers.

Clause 2. The Board of Trustees delegates the responsibility for the daily operation of the Titan Student Centers to the ASI Executive Director. The ASI Executive Director appoints and supervises the staff of the Titan Student Centers.

Clause 3. The ASI Executive Director works closely with the Dean of Students and the Vice President of Student Affairs to assure the relationship the Titan Student Centers has with the educational program of the University.

Section 3. **DUTIES AND RESPONSIBILITIES OF THE BOARD**

Clause 1. The Board of Trustees participates in the selection of the Associate Executive Director and Titan Recreation Director.

Clause 2. The Board of Trustees provides the maintenance and general upkeep of the Titan Student Centers facilities.

Clause 3. The Board of Trustees establishes operating policies including but not limited to: scope of operation, use of facilities and allocation of space.

Clause 4. Salaries, benefits, and work rules governing employees are determined by the ASI Board of Directors within the framework of rules governing employees of auxiliary corporations established by the State of California.

Clause 5. The Board of Trustees makes provisions for adequate accounting and auditing procedures for the Titan Student Centers.

Clause 6. The Board of Trustees prepares an annual budget for the operation of the Titan Student Centers. After the proposed budget is formally adopted by the Board of Trustees, it shall be submitted to the ASI Board of Directors for appropriate action. Following approval by the ASI Board of Directors, the budget is submitted to the University President for final approval.

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- Clause 7. The Board of Trustees establishes standing committees necessary for the operation of the Titan Student Centers and defines their powers and responsibilities.
- Clause 8. Student members of the Board of Trustees may not be employed by the Associated Students, CSUF, Inc.

Section 4. **MEMBERS OF THE BOARD OF TRUSTEES**

- Clause 1. The ~~Governing Board~~Board of Trustees consists of voting and nonvoting members. Voting members of the ~~Governing Board~~Board of Trustees:
- a. Student Members:
 - I. ASI President or designee
 - II. ASI Board of Directors Chair or designee
 - III. Resident Student Association President or designee
 - IV. Ten (10) Student Trustees
 - b. University Members:
 - I. A Faculty Representative
 - II. Alumni Representative
 - III. University Presidential Appointee
- Clause 2. Non-Voting Members:
- a. University Members
 - I. Vice President for Student Affairs or designee
 - II. Vice President for Administration and Finance or designee
 - b. ASI Staff Members
 - I. Associate Executive Director
 - II. Director, Titan Recreation
 - III. Associate Director, Titan Student Union
 - IV. Associate Director, Marketing and Communications
- Clause 3. No voting proxy is allowed at any ~~Governing Board~~Board of Trustees or committee meetings.

Section 5. **SELECTION AND TERM OF OFFICE**

- Clause 1. **Student Membership and Length of Service** The following students hold membership and term by virtue of their office:
- a. ASI President or designee
 - b. ASI Board of Directors Chair or designee
 - c. Resident Student Association President or designee
 - d. Ten (10) Student Trustees elected by the student body to serve one-year terms.
- Clause 2. University Membership
- a. Faculty Representatives appointed by the Academic Senate, serving two-year terms.
 - b. The University Presidential Appointee appointed by the University President annually for a one-year term.

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- c. The Alumni Representative appointed by Alumni Association annually for a one-year term.
- d. Vice President for Student Affairs (or designee) serves by virtue of their office.
- e. Vice President for Administration and Finance (or designee) serves by virtue of their office.

Clause 3. Except as noted, the term of office runs from June 1 to May 31.

Section 6. VACANCIES

Clause 1. The Board of Trustees Chair is responsible to notify the Board of any vacancy on the Board and/or standing committees. While a vacancy exists, the Chair makes progress reports to the Board at its regularly scheduled meetings.

- a. Student Trustees positions: In the event of a vacancy of one of the Student Trustees positions, the Board of Trustees Chair presents to the Board of Trustees a fair and open process to fill the vacancy. The Board of Trustees Chair makes a recommendation to the Board of Trustees for a replacement.
- b. Other Positions: In the event of a vacancy of any other position, the Board of Trustees Chair works with the appropriate agent to secure a replacement.

Section 7. ABSENCES

Clause 1. Attendance is defined as being present prior to the announcement of unfinished business and remaining until the scheduled ending time for the meeting.

Clause 2. Board of Trustees members are allowed no more than two unexcused absences from the Board of Trustees and standing committee meetings each semester. Excused absences are granted for due cause.

Clause 3. The Board of Trustees Chair refers to the removal process when any Student Trustees member with two or more unexcused absences to the Board of Trustees meeting for possible dismissal.

Clause 4. The Board of Trustees Chair is responsible for all attendance matters, including committee meeting attendance.

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Section 8. **BOARD OF TRUSTEES OFFICERS** The Board of Trustees has ~~three~~^{four} officers: Chair, Vice Chair for Facilities ~~and Operations~~, ~~and~~ Vice Chair for ~~Marketing and Outreach~~^{Operations} ~~and Vice Chair for Programs and Services~~.

- Clause 1. The ~~four-three~~ ⁽³⁴⁾ Board of Trustees Officers are elected by the Board of Trustees on their first meeting on June 1. The officers must have membership on the Board of Trustees for the upcoming academic year.
- Clause 2. Elections are by roll call vote from nominations made by the Board of Trustees members.
- Clause 3. Officers are elected to serve a term beginning on June 1 and ending on May 31 of the following year.
- Clause 4. Officers may be recalled by a two-thirds vote of the total voting membership subject to at least two (2) weeks in advance. Notice must be given at the meeting prior to a recall vote.
- Clause 5. In the event of a vacancy of one of the officers, an election is held at the next Board of Trustees meeting.
- Clause 6. ~~The Board of Trustees Chair shall select a succession order of the officers by the first regular meeting of the academic year to serve as Chair in the event of a vacancy. In the event of a vacancy or absence of the Board of Trustees Chair, the Vice Chair for Operations will serve as Chair. In the event of absences or vacancies by the Board of Trustees Chair and the Vice Chair for Operations, the Vice Chair for Facilities will serve as Chair. In the event of vacancies by all~~ ~~four-three~~ officers, the Associated Students, CSUF, Inc. Board of Directors Chair chairs the Board of Trustees until an election for a new Chair can be held.

Section 9. **CHAIR**

- Clause 1. Prepares agendas and presides over all Board of Trustees meetings.
- Clause 2. The Chair shall be responsible for maintaining communication with the Board of Directors Chair and the Executive Officers.
- Clause 3. Maintains a close working relationship with the ASI Executive Director, ASI Associate Executive Director, ASI Director of Administration, ASI Finance Director, and Director of Titan Recreation.
- Clause 4. Coordinates Board of Trustees member training and annual goals in conjunction with ASI Executive Director, ASI Associate Executive Director and Titan Recreation Director.
- Clause 5. The Chair shall appoint each Student Trustee to serve on at least one Titan Student Centers Board of Trustees Committee; ~~Facilities and-or Operations, Marketing and Outreach, and Programs and Services~~ no later than three (3) legal business days before the first Titan Student Centers Board of Trustees meeting of the fall and spring

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semester.

Clause 6. The Chair shall direct the work of all the Vice Chairs.

Clause 7. In consultation with other Titan Student Centers Board of Trustees Vice Chairs, prepares and administers Board of Trustees budget.

Section 10. **VICE CHAIR FOR FACILITIES ~~AND OPERATIONS~~**

Clause 1. The Vice Chair for Facilities ~~and Operations~~ shall be responsible for reporting ~~the fiscal budget~~ recommendations of the Facilities ~~and Operations~~ Committee to the Titan Student Centers Board of Trustees.

Clause 2. Serves as Chair of the Facilities ~~and Operations~~ Committee.

Clause 3. The Vice Chair for Facilities ~~and Operations~~ shall maintain regular communication with the Board of Trustees Chair.

Clause 4. Serves as non-voting ex-officio on all other committees.

Section 11. **VICE CHAIR FOR ~~PROGRAMS AND SERVICES~~ OPERATIONS**

Clause 1. The Vice Chair for Operations shall be responsible for reporting all recommendations of the Operations Committee to the Titan Student Centers Board of Trustees.

Clause 2. Serves as Chair of the Programs and Services Operations Committee.

Clause 3. The Vice Chair for Programs and Services Operations shall maintain regular communication with the Board of Trustees Chair.

Clause 4. Serves as non-voting ex-officio on all other committees.

~~Section 12. **VICE CHAIR FOR MARKETING AND OUTREACH**~~

~~Clause 1. The Vice Chair for Marketing and Outreach shall work collaboratively with the other Board of Trustees Officers to market and recruit members for the Board of Trustees.~~

~~Clause 2. Serves as Chair of the Marketing and Outreach Committee~~

~~Clause 3. The Vice Chair for Marketing and Outreach shall maintain regular communication with the Board of Trustees Chair.~~

~~Clause 4. Serves as non-voting ex-officio on all other committees.~~

Section 12. **QUORUM**

Section 10. **VICE CHAIR FOR FACILITIES**

- Clause 1. The Vice Chair for Facilities shall be responsible for reporting all recommendations of the Facilities Committee to the Titan Student Centers Board of Trustees.
- Clause 2. The Vice Chair for Facilities shall appoint a Marketing Liaison
- a. The Marketing Liaison shall be appointed by the Vice Chair of Facilities through a fair and transparent process that is established by the Vice Chair
 - b. The Marketing Liaison shall work with the ASI Chief Communications Officer and Associate Director of Marketing and Communication
 - c. The Marketing Liaison shall make a report during the Facilities Committee and inform the committee on marketing campaigns occurring within or regarding the Titan Student Centers
 - d. The Marketing Liaison shall serve as the Titan Student Centers voice on all areas concerning marketing efforts
 - e. The Marketing Liaison shall execute projects assigned by the Vice Chair for Facilities and Chair of the Titan Student Centers Board of Trustees
- Clause 3. Serves as Chair of the Facilities Committee.
- Clause 4. The Vice Chair for Facilities shall maintain regular communication with the Board of Trustees Chair.
- Clause 5. Serves as non-voting ex-officio on all other committees.

Section 11. **VICE CHAIR FOR OPERATIONS**

- Clause 1. The Vice Chair for Operations shall be responsible for reporting all recommendations of the Operations Committee to the Titan Student Centers Board of Trustees.
- Clause 2. The Vice Chair for Operations shall appoint a Programing Liaison
- a. The Programing Liaison shall be appointed by the Vice Chair of Operations through a fair and transparent process that is established by the Vice Chair
 - b. The Programing Liaison shall work with the ASI Union and Special Programing Coordinator and ASI Coordinator for Leader and Program Development to implement programming efforts within the Titan Student Centers
 - c. The Programing Liaison shall make a report during the Operations Committee and inform the committee on programing efforts occurring within or regarding the Titan Student Centers
 - d. The Programing Liaison shall serve as the Titan Student Centers contact on all areas concerning programing efforts
 - e. The Programing Liaison shall execute projects assigned by the Vice Chair for Operations and Chair of the Titan Student Centers Board of Trustees
- Clause 2. Serves as Chair of the Operations Committee.
- Clause 3. The Vice Chair for Operations shall maintain regular communication with the Board of Trustees Chair.
- Clause 4. Serves as non-voting ex-officio on all other committees.

BYLAWS FOR THE REGULATIONS,
EXCEPT AS OTHERWISE PROVIDED BY STATUTE OF ITS
ARTICLES OF INCORPORATION, OF
THE ASSOCIATED STUDENTS, INCORPORATED
CALIFORNIA STATE UNIVERSITY FULLERTON

Clause 1. A majority of the filled voting positions of the Board of Trustees constitutes a quorum.

Section 134. **~~FACILITIES AND OPERATIONS COMMITTEE~~**

Clause 1. The Facilities ~~and Operations~~ Committee is responsible for oversight of the overall ~~operational-structural~~ needs of the facilities of the Titan Student Centers including building changes, capital purchases, space allocation, office space allocation, operating hours, marketing efforts, space designation, planning of future projects, and bylaw amendments. ~~the budget, hours of operation, policy, planning, future projects, allocation of space and all other issues related to the facilities of the Titan Student Centers.~~ The Committee makes a formal recommendation to the Board of Trustees on all actions.

Clause 2. The Committee shall be composed of the Chair, Vice Chair for Facilities ~~and Operations~~, ~~two-three~~ (32) student trustees, ASI President or designee, RSA President or designee and ASI Board of Directors Chair or designee, as voting members. The ASI Associate Executive Director, ~~and ASI Associate Director of Titan Student Union, ASI Associate Director of Titan Recreation, and ASI Associate Director of Marketing and Communication~~ as non-voting members.

Section 145. **~~PROGRAM AND SERVICES OPERATIONS COMMITTEE~~**

Clause 1. The ~~Programs Operations and Services~~ Committee is responsible for oversight of the overall ~~program—operations and services~~ of the Titan Student Centers including the development and evaluation of programs and services, acquisition of student art, operations of the Titan Student Centers food services, the budget, capital purchases, fee assessments (user fees, room rental fees, and other such fees charged by the Titan Student Centers), line item transfers, and bylaw amendments. ~~and all other related programs and services issues for the Titan Student Centers.~~ The Committee makes a formal recommendation to the Board of Trustees on all actions.

Clause 2. The Committee shall be composed of the Chair, Vice Chair for ~~Program and Services Operations~~, ~~two-three~~ (32) student trustees, ASI President or designee, RSA President or designee and ASI Board of Directors Chair or designee, as voting members. The ASI Associate Executive Director, ~~and ASI Associate Director of Titan Recreation, ASI Associate Director of Titan Student Union, and ASI Associate Director of Marketing and Communication,~~ as Communication, as non-voting members.

Section 16. **~~MARKETING AND OUTREACH COMMITTEE~~**

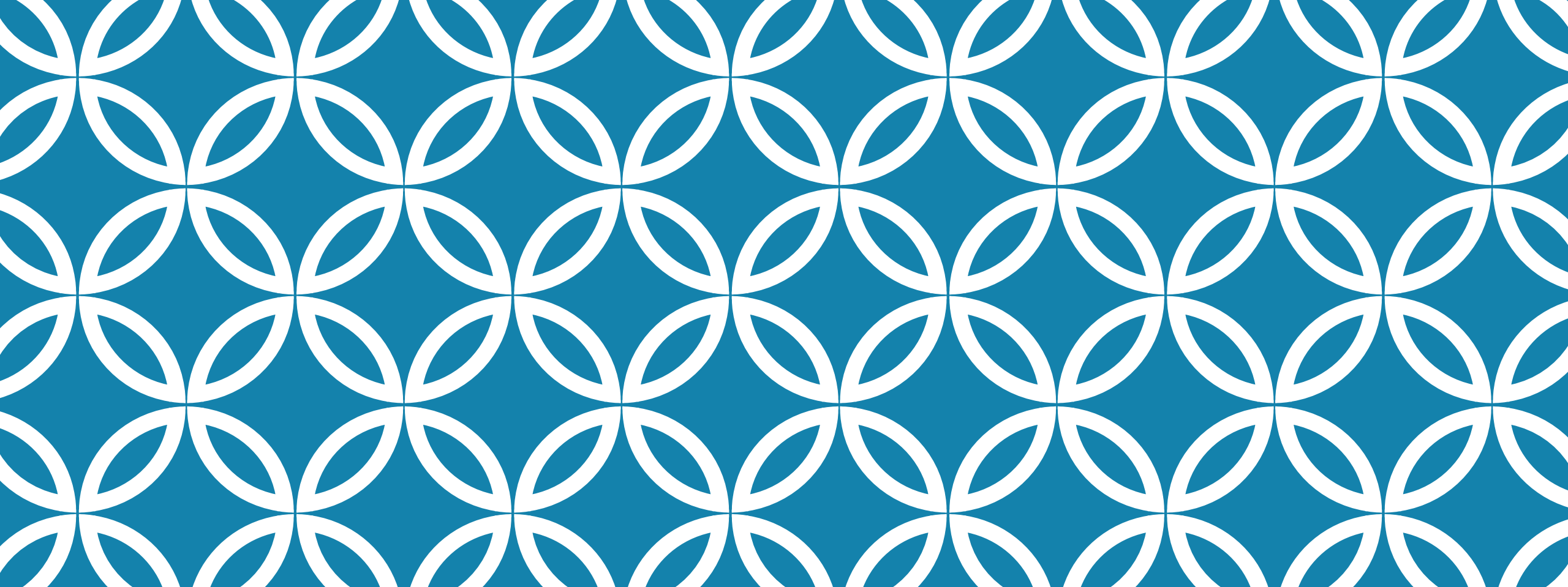
~~Clause 1. The Committee on Marketing and Outreach is responsible for oversight of the overall marketing and outreach for the Titan Student Centers including providing feedback on print material, website design, marketing campaigns and all other related marketing and outreach initiatives for the Titan Student Centers. The Committee makes a formal recommendation to the Board of Trustees on all actions.~~

~~Clause 2. The Committee shall be composed of the Chair, Vice Chair for Marketing and Outreach, two (2) student trustees, ASI President or designee, RSA President or designee and ASI Board of Directors Chair or designee, as voting members. The ASI Associate Executive~~

BYLAWS FOR THE REGULATIONS,
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CALIFORNIA STATE UNIVERSITY FULLERTON

~~Director, and ASI Associate Director of Marketing and Communication, as non-voting members.~~

Section 1~~57~~. **BYLAW ~~AMENDMENTS~~ RECOMMENDATIONS** The Board of Trustees bylaws may be ~~amended~~ recommended, or new guidelines ~~adopted~~ suggested at any meeting of the Board of Trustees by a two-thirds vote of the membership. All ~~amendments~~ recommendations are subject to approval ~~of a majority approval by~~ the Associated Students Inc. Board of Directors.



TSC MARKETING & OUTREACH COMMITTEE MEETING

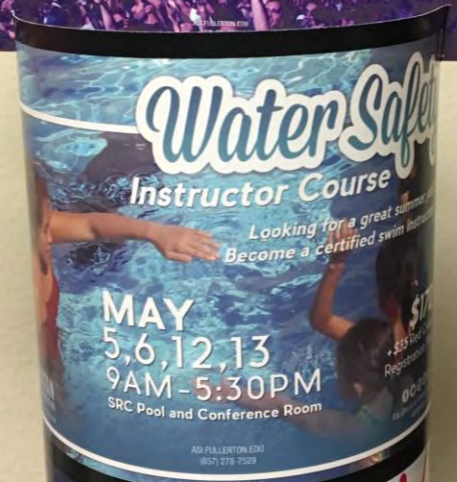
April 25, 2018

A. ACTION: TABLE TOPPERS

Presented By:

Tori Hust, Vice Chair of Marketing & Outreach

Scott Martin, Associate Director of Marketing, Communications, & Design



BACKGROUND

In an effort to increase student outreach, this idea came about to provide the ASI organization, students and outside vendors a place to advertise events, goods and services. This aims to promote student involvement, campus clubs and the opportunities available to students.

PROPOSAL

The table toppers would have a total of 8 spaces for advertisements. The top two advertisements would be reserved for ASI purposes. The other 6 advertisements that make up the cylindrical part of the table topper would be split with students (free) and vendors (amount TBD), in a way that is dependent upon the needs during that time. These would be utilized throughout the Titan Student Union and Student Recreation Center to keep students informed.

BUDGET IMPACT

Budget impact would be negated by paid ads. The advertisements should cover printing and allow for some profit to be put into a scholarship.

Table Topper Quote:

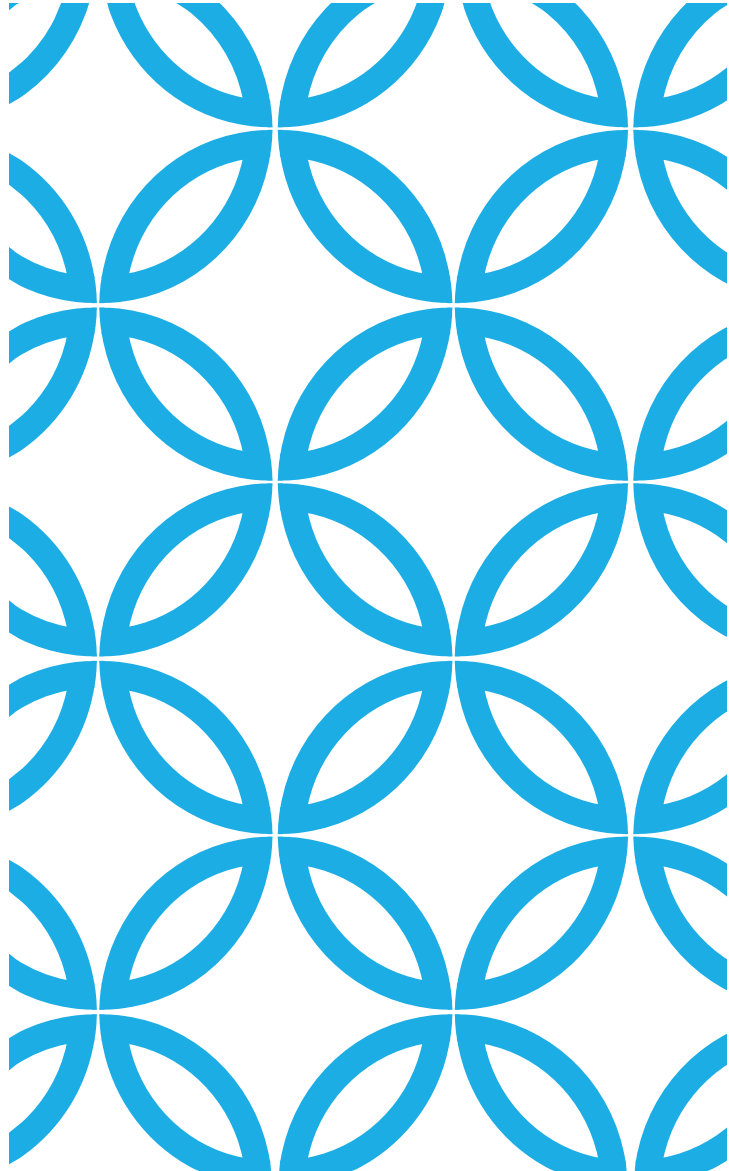
Quantity – 50

Cylinder Prints - \$47.00

Half-Sheet Topper Prints - \$11.00

Total Cost Per 50 - \$58.00

Selling 1-2 advertisements will cover the cost of production and remaining money will go to the scholarship fund.



IMPLEMENTATION TIMELINE

Tentative Implementation for Fall 2018.



B. ACTION: TSU TELEVISIONS

Presented By:

Tori Hust, Vice Chair of Marketing & Outreach

Scott Martin, Associate Director of Marketing, Communications, & Design

Jeff Fehr, Associate Director, Titan Student Union

BACKGROUND

There is a large amount of open space in the TSU, one area of which includes the wall across from the Grand Staircase. This proposal is to use that open space in an effort to focus on outreach, by bringing more students in to the TSU and providing ASI with more opportunities that can bring students together.



PROPOSAL

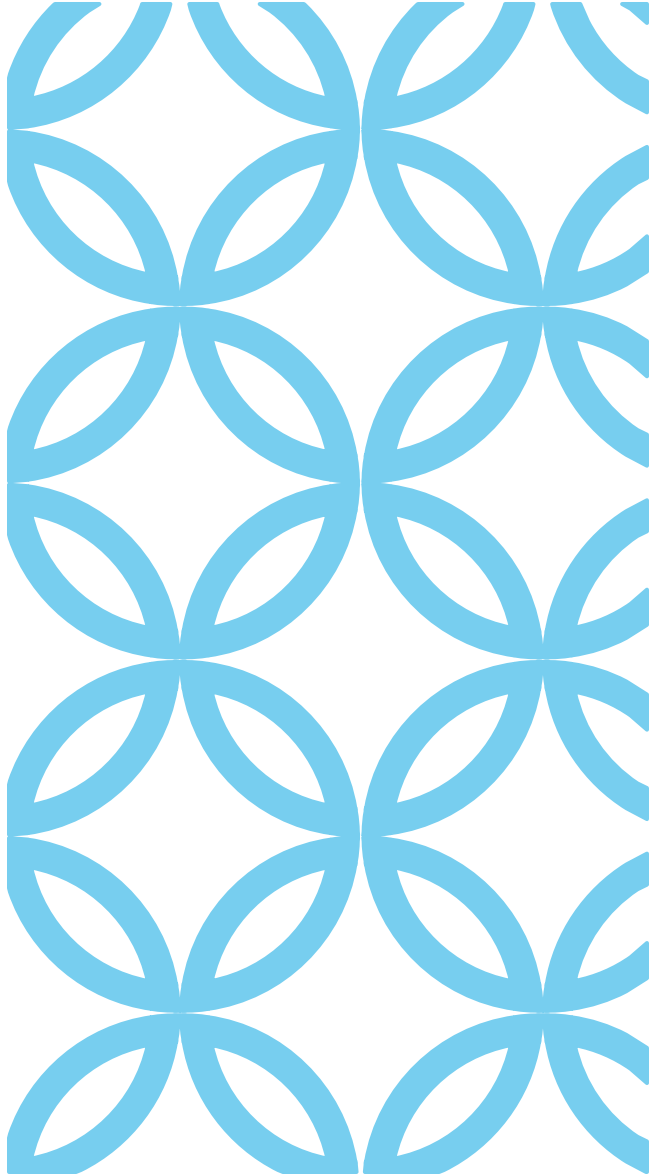
Install four 80" commercial televisions on the wall across from the grand stair case within the Titan Student Union.

BUDGET IMPACT

The costs will come out of TSU General Reserves.

Each TV overall = about \$5,100 plus tax and delivery.

The breakdown of this is about \$4,400 plus tax and delivery for each television, \$500 to CSUF Information Technology for Data and Cable. There would be an additional \$5 per television per month for cable service. A mount for each television would cost about \$200 plus tax and delivery. This would total up to a minimum of \$20,400. To provide some leeway with tax and delivery costs this project will be capped at no more than \$22,000. The Building Engineer department will mount the televisions at no charge.



IMPLEMENTATION TIMELINE

The change will take place as soon as possible.

Addition of Table Toppers to the Titan Student Centers

PRESENTED TO: TSC Marketing & Outreach Committee

MEETING DATE: April 25, 2018

PRESENTED BY: Tori Hust, Vice Chair of Marketing and Outreach
Scott Martin, Associate Director of Marketing, Communications, & Design

BACKGROUND

In an effort to increase student outreach, this idea came about to provide the ASI organization, students and outside vendors a place to advertise events, goods and services. This aims to promote student involvement, campus clubs and the opportunities available to students.

PROPOSAL

The table toppers would have a total of 8 spaces for advertisements. The top two advertisements would be reserved for ASI purposes. The other 6 advertisements that make up the cylindrical part of the table topper would be split with students (free) and vendors (amount TBD), in a way that is dependent upon the needs during that time. These would be utilized throughout the Titan Student Union and Student Recreation Center to keep students informed.

RATIONALE

The proposal will allow for students to become more aware of what the campus has to offer. Campus organizations can bring attention to events that they have been working on. Vendors will be given the opportunity to highlight their businesses, and their advertisement payments will go back to the students through a scholarship.

IMPACT

This proposal will highlight various events going on within the Titan Student Centers and at California State University, Fullerton. It will allow for students to become more involved, attend more events, and become aware of all the opportunities are offered to them.

BUDGET IMPACT

Budget impact would be negated by paid ads. The advertisements should cover printing and allow for some profit to be put into a scholarship.

IMPLEMENTATION TIMELINE

Tentative implementation for Fall 2018.

Addition of Televisions to the Titan Student Union Grand Staircase

PRESENTED TO: TSC Marketing & Outreach Committee

MEETING DATE: April 25, 2018

PRESENTED BY: Tori Hust, Vice Chair of Marketing and Outreach
Scott Martin, Associate Director of Marketing, Communications, & Design
Jeff Fehr, Associate Director, Titan Student Union

BACKGROUND

There is a large amount of open space in the TSU, one area of which includes the wall across from the Grand Staircase. This proposal is to use that open space in an effort to focus on outreach, by bringing more students in to the TSU and providing ASI with more opportunities that can bring students together.

PROPOSAL

Install four 80" commercial televisions on the wall across from the grand stair case within the Titan Student Union.

RATIONALE

This will bring all CSUF students together as it will be of interest to nearly all groups of students. This is necessary in order to keep students updated on current events. It will also provide ASI with the opportunity to host more events with a larger group of students within the TSU.

IMPACT

This will impact students in a positive manner by allowing them to stay up to date on current events and sports games while providing them a place to come to and enjoy a break from class. This will allow for more programs to take place such as movie screenings, or special events associated with the televisions.

BUDGET IMPACT

The costs will come out of TSU General Reserves. Each TV would cost approximately \$5,100 plus tax and delivery. The breakdown of this is about \$4,400 plus tax and delivery for each television and \$500 to CSUF Information Technology for Data and Cable. There would be an additional \$5 per television per month for cable service. A mount for each television would cost about \$200 plus tax and delivery. This would total up to a minimum of \$20,400. To provide some leeway with tax and delivery costs this project will be capped at no more than \$22,000. The Building Engineer department will mount the televisions at no charge.

IMPLEMENTATION TIMELINE

The change will take place as soon as possible.

Increase in Titan Recreation Instructional Class Fees

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: April 25, 2017

PRESENTED BY: Austin Mendes – TSC Vice Chair Facilities & Operations
 Aaron Tapper – Director, Titan Recreation

BACKGROUND

Titan Recreation has numerous fees that area associated with operating the department. Since the change in director, the fees were not reviewed in 2016. They will be reviewed yearly to establish consistency as well as account for increased costs.

PROPOSAL

Increase instructional class registration fees per the chart below.

RATIONALE

There has been little to no consistency with instructional class fees and the proposed structure will provide a needed foundation. The current fee structure was set in 2008 and as costs have risen, the excess cost has been passed on to the Titan Student Centers general operating budget.

IMPACT

There will be a slight increase to the instructional class fees for students, members and non-members.

BUDGET IMPACT

The proposed fee structure will increase revenue and therefore decrease the amount of TSC fees needed to operate Titan Recreation.

IMPLEMENTATION TIMELINE

Titan Recreation new fees will go into effect on July 1, 2018.

Class Category	CURRENT COST (STUDENT)	NEW COST (STUDENT)	CURRENT COST (MEMBER)	NEW COST (MEMBER)	CURRENT COST (NON-MEMBER)	NEW COST (NON-MEMBER)
1 hour/week	\$22-25	\$24.00	\$24-28	\$30.00	\$28-30	\$40.00
1.5 hours/week	\$25.00	\$28.00	\$27.00	\$35.00	\$30.00	\$45.00
1 hour/2xweek	\$34.00	\$32.00	\$40.00	\$40.00	\$42.00	\$50.00
1.5 hours/2xweek	\$34.00	\$36.00	\$40.00	\$45.00	\$42.00	\$55.00

Allocate Funds for Titan Student Union Main Level Projects

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: April 25, 2018

PRESENTED BY: Austin Mendes – Vice Chair, Facilities and Operations Committee

BACKGROUND

The Titan Student Centers, made up of the Titan Student Union and Student Recreation Center, receives operating funds from the Student Center Fee paid by all enrolled CSUF students. These funds are used to offer programs and services and maintain the TSU and SRC facilities. As directed by California Education Code, CSU Chancellor's Office Executive Order, and System-wide Revenue Bond requirements, ASI is required to maintain and reinvest in the Titan Student Union and Student Recreation Center facilities and equipment.

The building known as the Titan Student Union was constructed in three phases. The original structure was built in 1976. The pavilion on the west end and half of the three floors on the east end were added in 1992. The three-level atrium on the southeast was opened in 2016.

PROPOSAL

Designate \$700,000 from the Titan Student Centers Maintenance/Repair Fund and \$50,000 from the Titan Student Centers Operating Fund to complete facility improvement projects on the Main Level of the Titan Student Union.

Project	Description	Estimated Cost	Estimated Duration	Estimated Completion
Maroon	Paint interior and exterior areas of the TSU that are currently maroon to the standard TSU color palette.	\$52,000	4 weeks (phased)	August 2018
Wall Texture	Remove textured wallpaper on roughly 13,510 square feet of west side of main level walls, smooth walls, and repaint in standard TSU color palette.	\$190,000	6 weeks (phased)	January 2019
Carpet	Replace carpet in Alumni Lounge, Quiet Lounge, Fireside Lounge, N/S Corridor, Meeting Room Hallway, Main Level meeting rooms, Theater Island, Theater, Atrium Ramp, TV Lounge, Console Room, and TBB meeting room.	\$250,000	5 weeks (phased)	January 2019

Doors	Replace 29 wood doors on west side of TSU with aluminum-frame glass doors (17 single doors, 7 sets of meeting room double-doors), replace 6 corridor double-doors with current repair and security concerns with aluminum-frame glass with glass surround, replace 19 doors (17 single doors and 2 double-doors) with wood complementary to Grand Stair.	\$125,000	4 weeks	August 2018
Wayfinding	10 total kiosks (touchscreen, player, networking, software & setup) will have \$6k/year software fee	\$40,000	20 weeks	November 2018
Food Court	Paint guest seating areas of the Food Court	\$50,000	3 weeks	August 2018
Wayfinding Part 2	Touchpads at 20 meeting room doors (will have \$2k/year software fee)	\$41,400	8 weeks	January 2019
Total:		\$748,400		

ASI Management will provide a progress report to the Board of Trustees once per semester until completion of all projects. If projects remain unfinished after the estimated completion date, staff will provide weekly updates to the committee and the board on the status of each project, until they are completed. Upon completion of all projects, staff will provide a final report to the board on the entire Main Level Project.

RATIONALE

When the 2016 addition was in progress, it was the desire of student leaders to update the interior of the 1976 and 1992 section of the building to match the addition. While some progress has been made, there are many areas, particularly on the main level, that still need improvement.

Following the completion of the 2016 expansion of the TSU it has been a long standing mission of the TSCBOT to modernize the remaining parts of the TSU. The overall goal is that for the TSU to be a coherent building all the way through. This project will take a major step toward achieving that goal. It will fundamentally alter the main level of the TSU by providing a much needed cosmetic update that will tie the older sections of the building in with the 2016 expansion. These are all projects that the board has long discussed. It is now time to act and provide the students with the experience that they deserve.

IMPACT

Some meeting rooms will be unavailable for use during construction. Some entrances and corridors will be unavailable and alternate entrances will need to be used. TSU Operations and Building Engineering staff time will be required to facilitate and oversee the projects. Projects will be scheduled at times that will minimize impact on scheduled events.

BUDGET IMPACT

It is estimated that the reserve balance of the TSC operating fund will be \$11,109,470 at the end of fiscal year 2017-18. Allocating \$50,000 for these projects will reduce the beginning fund balance for fiscal year 2018-19 to \$11,059,470.

The current balance of the TSC Maintenance and Repair fund is \$709,336. Designating \$700,000 of that fund for these projects will reduce the fund balance to \$9,336.

Titan Student Centers reserves will decrease, but there is no expected negative impact on the annual operating budget or normal operations and services.

IMPLEMENTATION TIMELINE

Projects will be completed according to the chart above.

If projects remain unfinished after the estimated completion date has passed, staff will provide weekly updates to the committee and the board on the status of each project, until they are all completed.

Upon completion of all projects, staff will give a final report to the board on the entire Main Level Project.

Approve and Allocate Funds for TSU Facility Renovation Plan

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: April 25, 2018

PRESENTED BY: Austin Mendes – Vice Chair, Facilities and Operations Committee

BACKGROUND

The Titan Student Centers, made up of the Titan Student Union and Student Recreation Center, receives operating funds from the Student Center Fee paid by all enrolled CSUF students. These funds are used to offer programs and services and maintain the TSU and SRC facilities. As directed by California Education Code, CSU Chancellor's Office Executive Order, and System-wide Revenue Bond requirements, ASI is required to maintain and reinvest in the Titan Student Union and Student Recreation Center facilities and equipment.

The building known as the Titan Student Union was constructed in three phases. The original structure was built in 1976. The pavilion on the west end and half of the three floors on the east end were added in 1992. The three-level atrium on the southeast was opened in 2016.

As early as 2006 student leaders expressed a desire for a more efficient, collaborative, accessible, and flexible work space. Renovation of the upper level offices was incorporated into the 2015-16 expansion project but had to be halted due to a lack of available funds. The remodel can begin now that the expansion is complete

PROPOSAL

Approve the Renovation Plan as presented and allocate funds from the Titan Student Centers operating fund over three years in order to renovate the upper level and portions of the lower level in the Titan Student Union.

ASI Management will provide a progress report to the Board of Trustees once per semester until completion of the project.

RATIONALE

The upper level office areas were designed to accommodate the needs of a population of 22,000 students, CSUF has since then grown to a population of 40,000 students. The design of the office spaces is outdated. It is compartmentalized and does not facilitate collaboration across ASI. The ASI staff has outgrown its available space, leading to overcrowded departments and a hindrance on productivity. Renovating and remodeling the office spaces on the second floor will allow an increase in usable space, more efficient use of existing space, and improve student access to their representatives. Modernizing

the look of the second floor offices which will make it more appealing and welcoming, the older areas of the upper level will blend with the new areas, spaces will be designed to improve work flow, collaboration, and interaction among all departments, programs, and boards. It has been long discussed, by the board, that following the 2016 expansion of the TSU the board would work to modernize the remaining portions of the building. The goal being for the TSU to one day be a coherent building that flows as one. Remodeling the second floor takes a great step toward achieving that goal. With no future expansions in the pipeline it is time to begin addressing the building as it stands, and work toward bringing it together.

IMPACT

During construction, departments will move to temporary work areas, then move into their new spaces once those areas are completed. Once started, it is expected to take three years to complete. All programs and services will continue. Some offices may need to close for a few days to move, but every effort will be made to minimize downtime.

BUDGET IMPACT

At the end of fiscal year 2017-18 the reserve balance of the TSC operating fund is estimated to be \$11,109,470. Taking into account an annual increase in the TSC fee of 2% and an increase in the annual operating budget of 5%, allocating \$7,000,000 over three years will decrease the operating fund balance to approximately \$9,500,000 at the end of fiscal year 2020-21. The TSC Board of Trustees designated \$2,000,000 for facility projects in the 2018-19 budget. Designating \$2,500,000 in the two subsequent years allows the TSC fund to meet expected expenses as well as transfer funds to the long-term liability reserve fund. This scenario allows for additional annual capital expenses (facility repairs, furniture, etc.) of \$300,000 and assumes the TSC will utilize all available fee income for the next three years, thereby not increasing the overall reserve of funds.

Funds to be allocated:

Fiscal Year	Amount	Source	Fund Name
2018-19	\$2,000,000	TSC Maint/Repair Acct	TCUMR
2019-20	\$1,500,000	TSC Operating Account	TCUOP
2019-20	\$1,000,000	TSC Funds held on campus	
2020-21	\$1,500,000	TSC Operating Account	TCUOP
2020-21	\$1,000,000	TSC Funds held on campus	
Total	\$7,000,000		

IMPLEMENTATION TIMELINE

Once approved, staff will consult with CSUF Capital Planning to produce a project timeline. The initial steps of enlisting a design/build team and submitting plans for approval with the CSU and State of California can take six to twelve months before construction can begin. Construction will take place in phases and will cover at least two years.

TITAN STUDENT UNION UPPER LEVEL

California State University, Fullerton



TITAN STUDENT UNION
 LOWER LEVEL
 California State University,
 Fullerton

