



**SPECIAL MEETING MINUTES**  
**April 24, 2019**

- CALL TO ORDER** Riley Duncan, TSC Board of Trustees Chair, called the meeting to order at 1:30 p.m.
- ROLL CALL**
- Members Present: Aguilar, Ansari, Barillas, Duncan, Evans, Gil, Greco, Harris, Kienzler, Kurtz, Nikopour, Vanderhook, Wilks
- Members Absent: Budisantoso, Torres
- Officers Present: Allen, Collins, Fehr, Martin, Scialdone, Tapper
- Officers absent: Petersen (E)
- \*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.]
- EXCUSALS** Duncan made a motion to excuse Scott Petersen’s absence due to university business. There were no objections.
- APPROVAL OF AGENDA** (Aguilar-m/Gil-s) The special meeting agenda was approved as presented by unanimous consent.
- APPROVAL OF MINUTES** (Ansari-m/Evans-s) The minutes from the 04/17/2019 meeting of the TSC Board of Trustees were approved as presented. There were no objections.
- Vanderhook asked for a copy of the of the final office assignment.
- PUBLIC SPEAKERS** None
- TIME CERTAIN** Carol McDoniel, ASI Director of Administration provided an overview of the TSU Renovation project. A copy of the overview is an attachment to the minutes. McDoniel introduced Megan Gaunce, HPI Architect, and Monique Swihart, HPI Associate to review the Feasibility Report and information.
- Gaunce shared a presentation which is an attachment to the minutes.
- Vanderhook asked about the meditation/foot washing station on the second floor and the thought process for putting it into the floor plan. Duncan shared these spaces already exist in the TSU on the second floor, they were wanting to make it more accessible for students. Many students have expressed interest in having these resources available. Vanderhook asked why such a large area has been designated. Allen shared the square

footage is not large, maybe 110-150 square feet, maybe six people standing at one time. Did not want to displace anything that was available to students in the process.

Evans asked about the restrooms and the multiple locations. Gaunce shared that the restroom locations need to be balanced according to code. They need to be convenient for every student.

Kurtz asked if it would be inconvenient for HR/Marketing to have restrooms at the front of the suite. Gaunce shared they wanted to make restrooms available to public and do what was best with the space.

Kurtz asked about a large undefined space on the floor plan. Swihart shared it was HVAC.

Greco asked about the lighting. Gaunce provided an overview of looking at a variety of lighting options, including LED.

Kurtz asked about the square footage for each area and how much. Gaunce shared it is available and will be included in the final report to the organization in May 2019.

Scialdone asked about restricted access to people coming into the suite from the back stairs/elevator. Gaunce shared it will be used for exiting and the organization will need to establish standards for securing access.

Vanderhook asked about club orgs space having private meetings. Duncan shared the idea was to assess how to provide club office space. One idea was to have space for clubs in general, can use at certain times during the week. Gaunce shared within the foot print, they can designate cubicle space or add an additional conference room, or small informal conversation space for smaller groups. Allen shared they are looking at timeframes for when offices are being used and how groups are using the space. Still hasn't been determined, may consider a lottery system. Orgs also have access to large conference room on the floor. The process will be different going forward and ultimately the Board will decide how they allocate space for clubs and orgs.

Kienzler shared the community service programs is missing from the office allocation. McDoniel shared that Tony Pang has included them in the Student Life and Leadership space.

Greco asked for clarification on the process: where will the walls go, where the furniture will be placed and if HPI provides consulting services to assist in determining where everything is placed. Gaunce shared that it is a service that is provided and shared information. Greco asked about artwork/design consultation. Zordilla shared information about the Concept Design process that will work on the build design and concept design. It could be HPI or another design firm.

Greco asked if there is any government entity involved that could identify any issues that could cause additional cost to the project. Zordilla provided an overview.

Kurtz asked about lower level club space and lounge space/seat count. Gaunce provided an overview and shared that furniture used now is oversized. Moving forward they will use more efficient furniture, but will lose 20-30 seats overall. Kurtz asked about the Arcade area. Gaunce shared the Power Zone location is currently not in the plan.

Evans asked about the student leaders' office hours and where student leaders would hold those conversations. Gaunce shared they can utilize open space to allocate space or utilize the small conference area proposed in the plans as needed.

**UNFINISHED BUSINESS****Action: TSU Food Court Update**

Kurtz motioned to table unfinished business to next week due to time constraints. Ansari seconded the motion. There were no objections.

BOT 015 18/19 (Facilities) A motion was brought to the Board of Trustees from the Facilities Committee to approve a proposal to fund the purchase and installation of new flooring, furniture, power and lighting upgrades in the Titan Student Union (TSU).

**NEW BUSINESS**

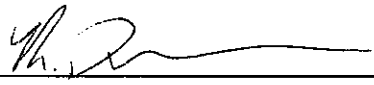
None

**ANNOUNCEMENTS/MEMBERS' PRIVILEGES**

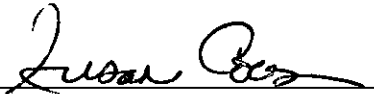
There was no time for announcements/members privileges.

**ADJOURNMENT**

Duncan adjourned the meeting at 2:30 p.m.



Riley Duncan, TSC Board of Trustees Chair



Susan Collins, Recording Secretary



# TITAN STUDENT UNION **FEASIBILITY STUDY**

TSC BOARD OF TRUSTEES MEETING --- 04.24.2019



# PROJECT VISION

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- Students First
- Better Working Environment
  - Confirm Program/ Right Size Spaces
  - Collaborative/ Less Separation
  - Easy Wayfinding
  - More Light
- Spaces For Student Leaders
- Long Term Flexibility

# TIMELINE

02.08.19

KICK-OFF MEETING

03.04.19

GOTO MEET. PROG. REVIEW

03.18.19

USER GROUPS ROUND 2

04.11.19

USER GROUPS ROUND 3

04.24.19

TSC BOARD OF TRUSTEES

USER GROUPS ROUND 1

02.21.19

USER GROUPS ROUND 2

03.14.19

USER GROUPS ROUND 3

04.09.19

ASI SENIOR STAFF DISC.

04.17.19

ASI CSUF BOARD OF DIRECTORS

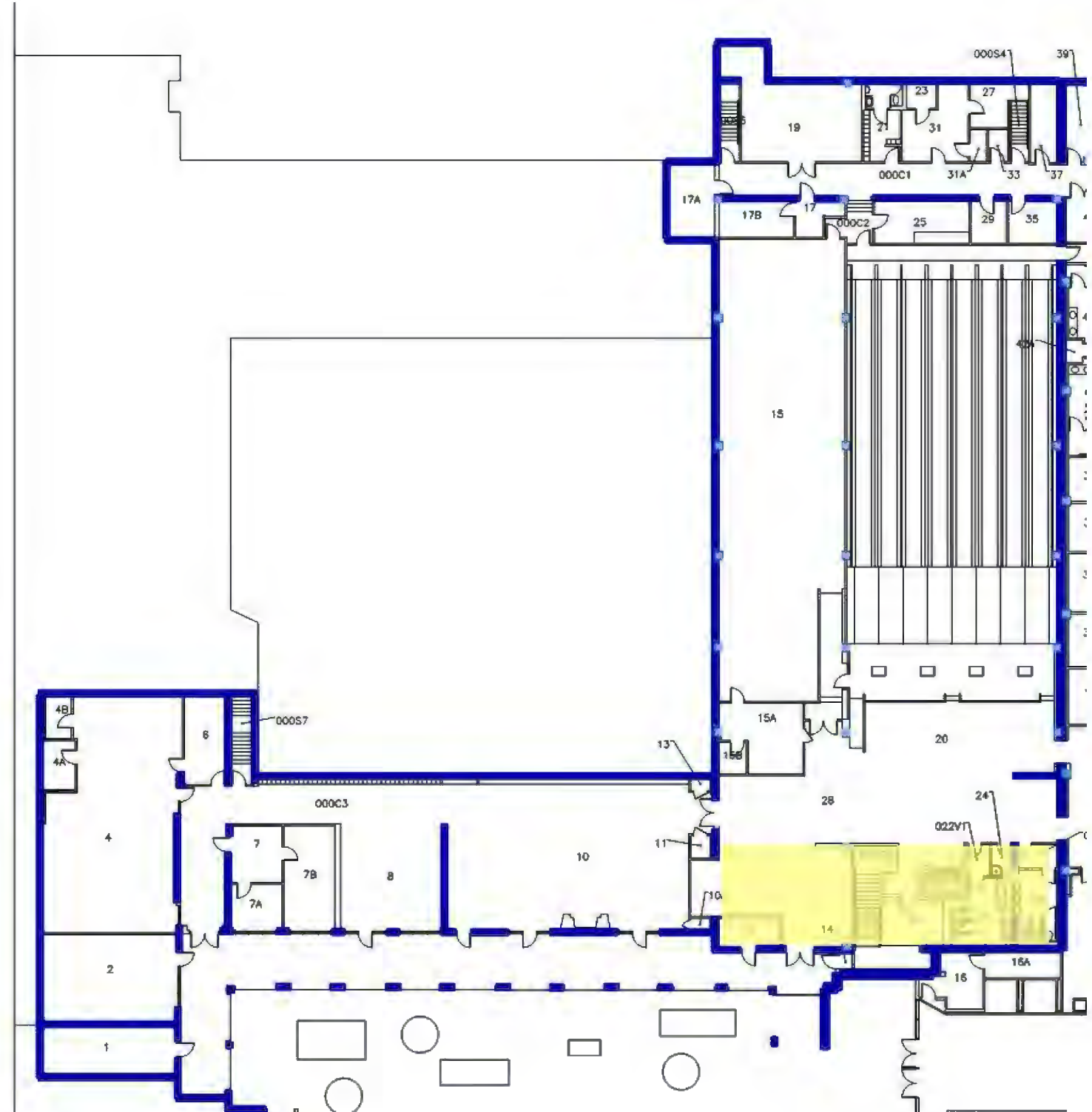
05.07.19

# CONSTRAINTS

## UPPER LEVEL



## LOWER LEVEL



### KEY:

- STRUCTURAL WALL
- COLUMN
- OTHER FIXED FEATURES
- MECHANICAL

# PROJECT PROGRAM

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## Upper Level

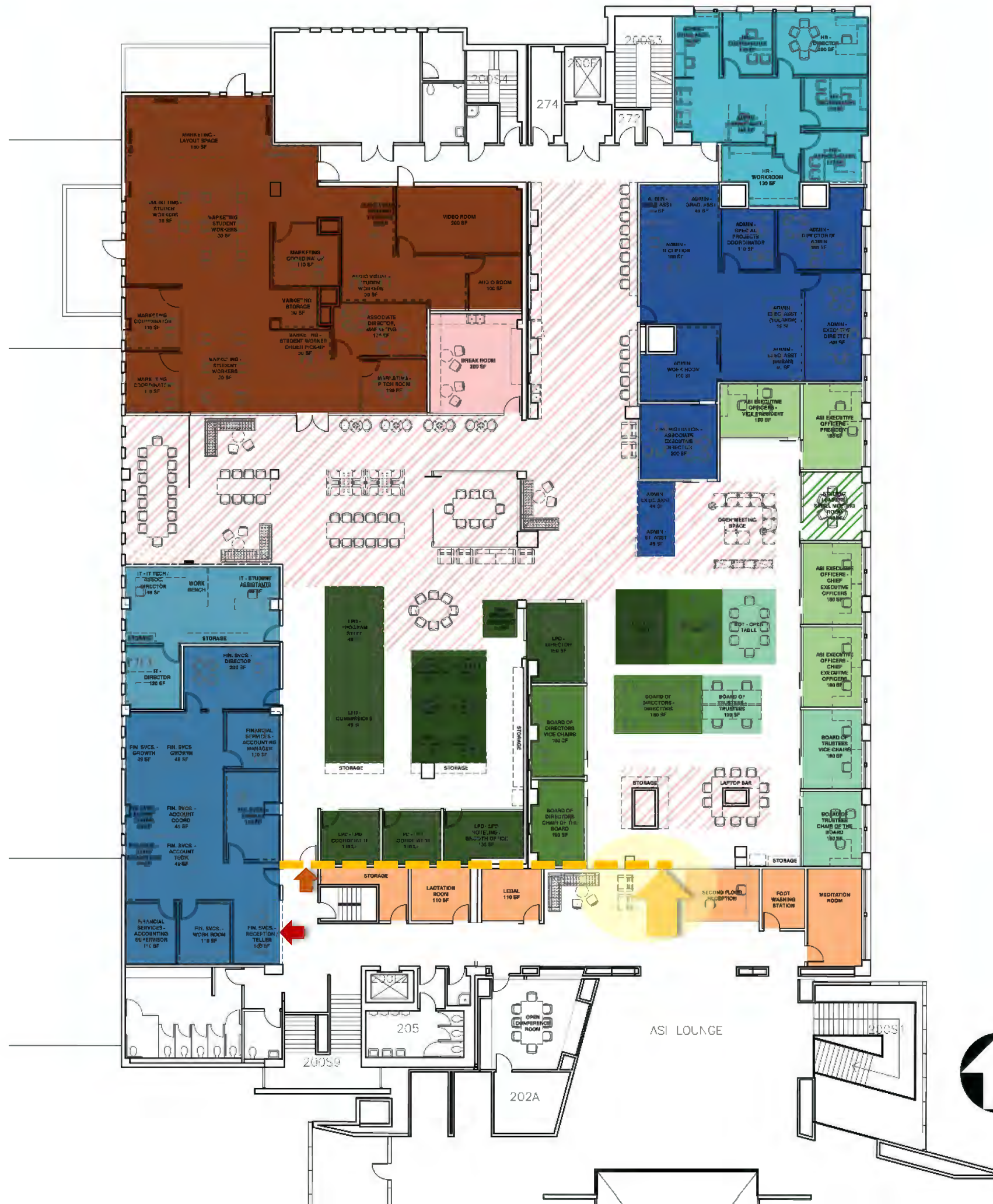
- STUDENT SPACE
- BOARD OF TRUSTEES
- BOARD OF DIRECTORS
- ASI EXECUTIVE
- LPD
- HUMAN RESOURCES
- ADMINISTRATION
- FINANCIAL SERVICES
- IT
- MARKETING
- FLEX SPACE

## Lower Level

- DEAN OF STUDENTS
- STUDENT LIFE AND LEADERSHIP
- STUDENT ORGANIZATIONS
- CONFERENCE ROOM
- STUDENT LOUNGE
- STORAGE



# UPPER LEVEL



## KEY:

-  STUDENT SPACE
-  BOARD OF TRUSTEES
-  BOARD OF DIRECTORS
-  ASI EXECUTIVE
-  LPD
-  HUMAN RESOURCES
-  ADMINISTRATION
-  FINANCIAL SERVICES
-  IT
-  MARKETING
-  FLEX SPACE
-  ENTRY
-  MAIN ACCESS
-  CONTROLLED ACCESS (CA)
-  CA ENTRY
-  FINANCIAL SERVICES TRANSACTION COUNTER

# ENTRY/ PUBLIC STUDENT SPACES



ENTRY/ RECEPTION DESK 3D

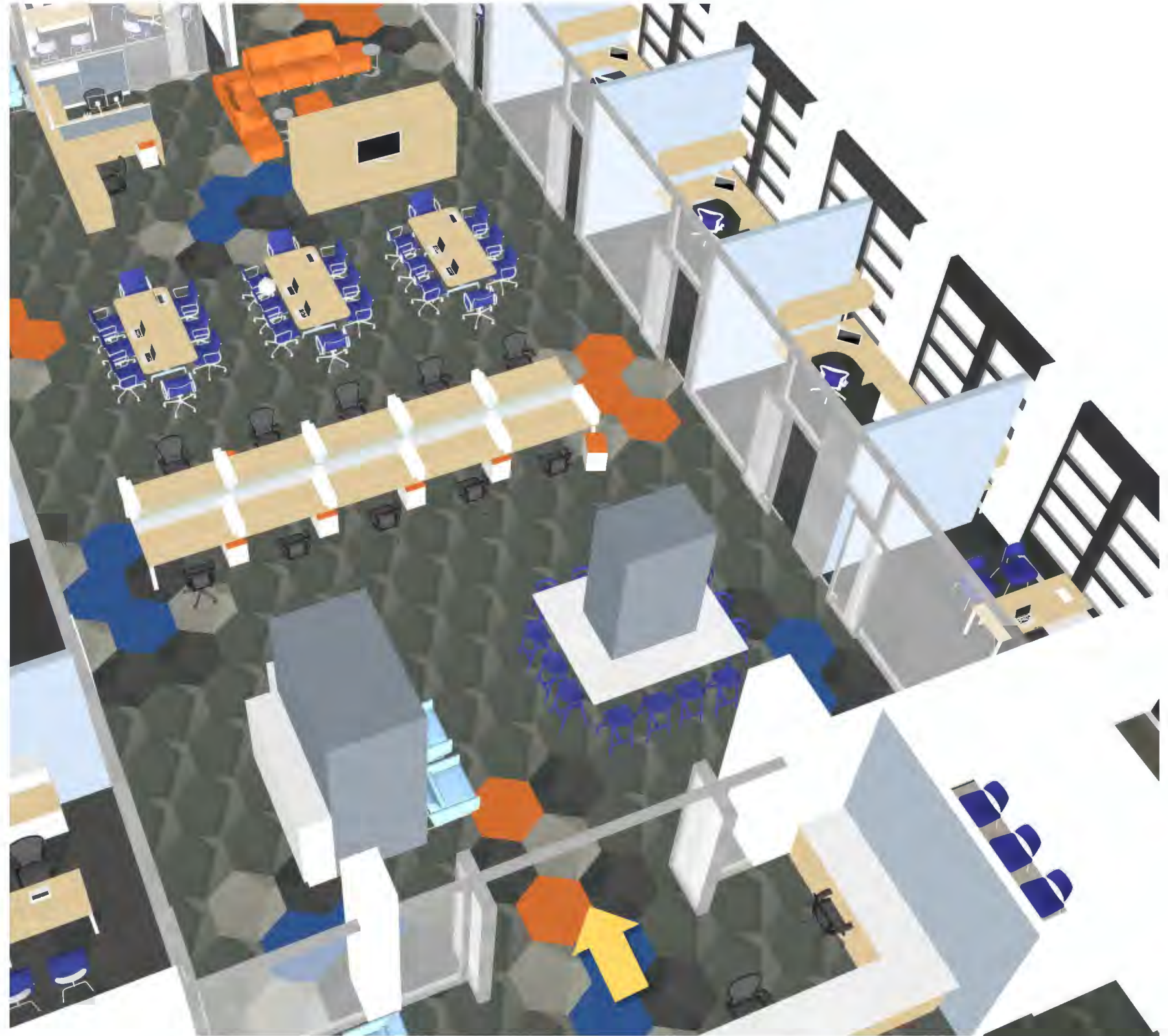
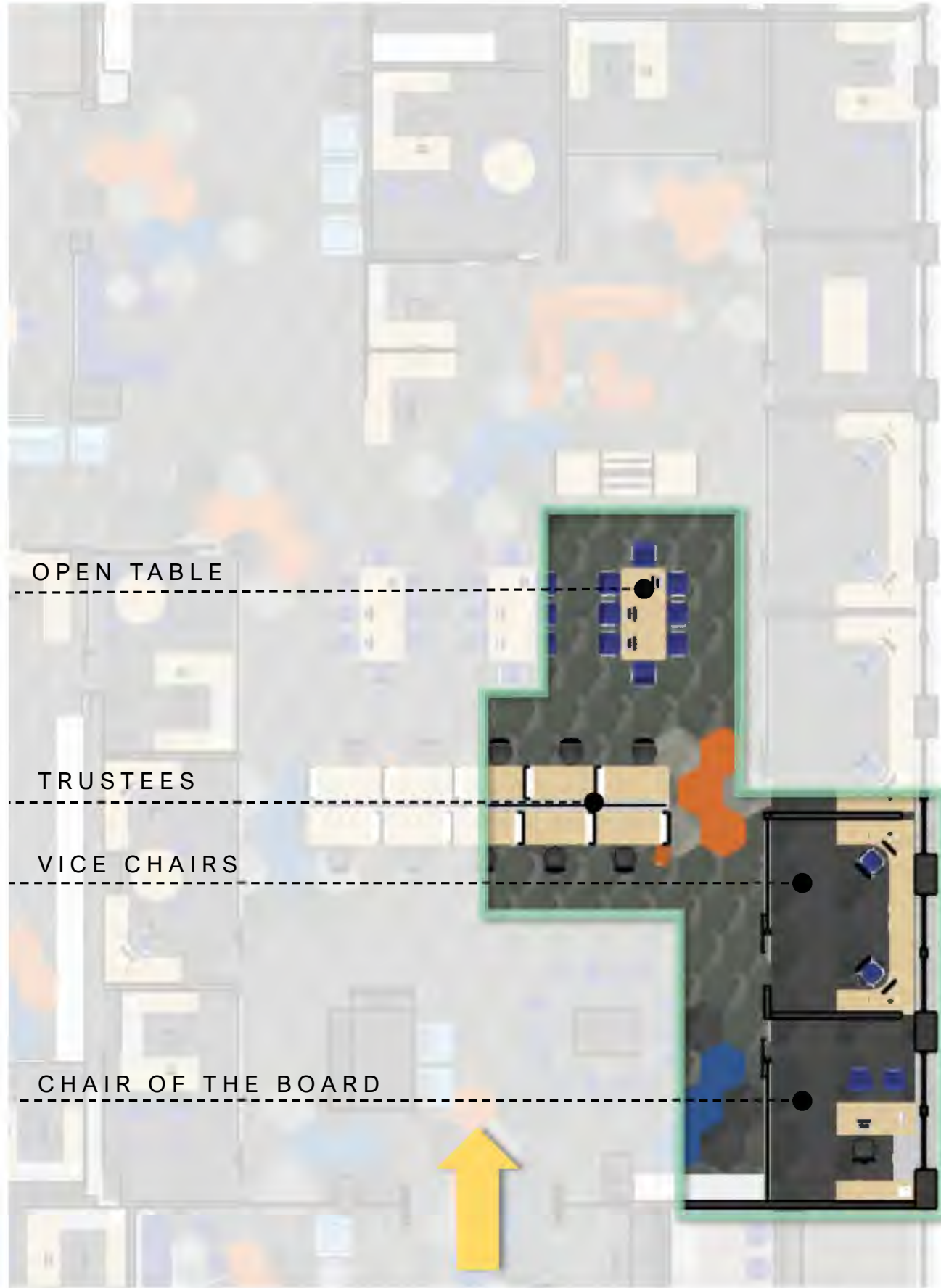


# STUDENT LEADERS

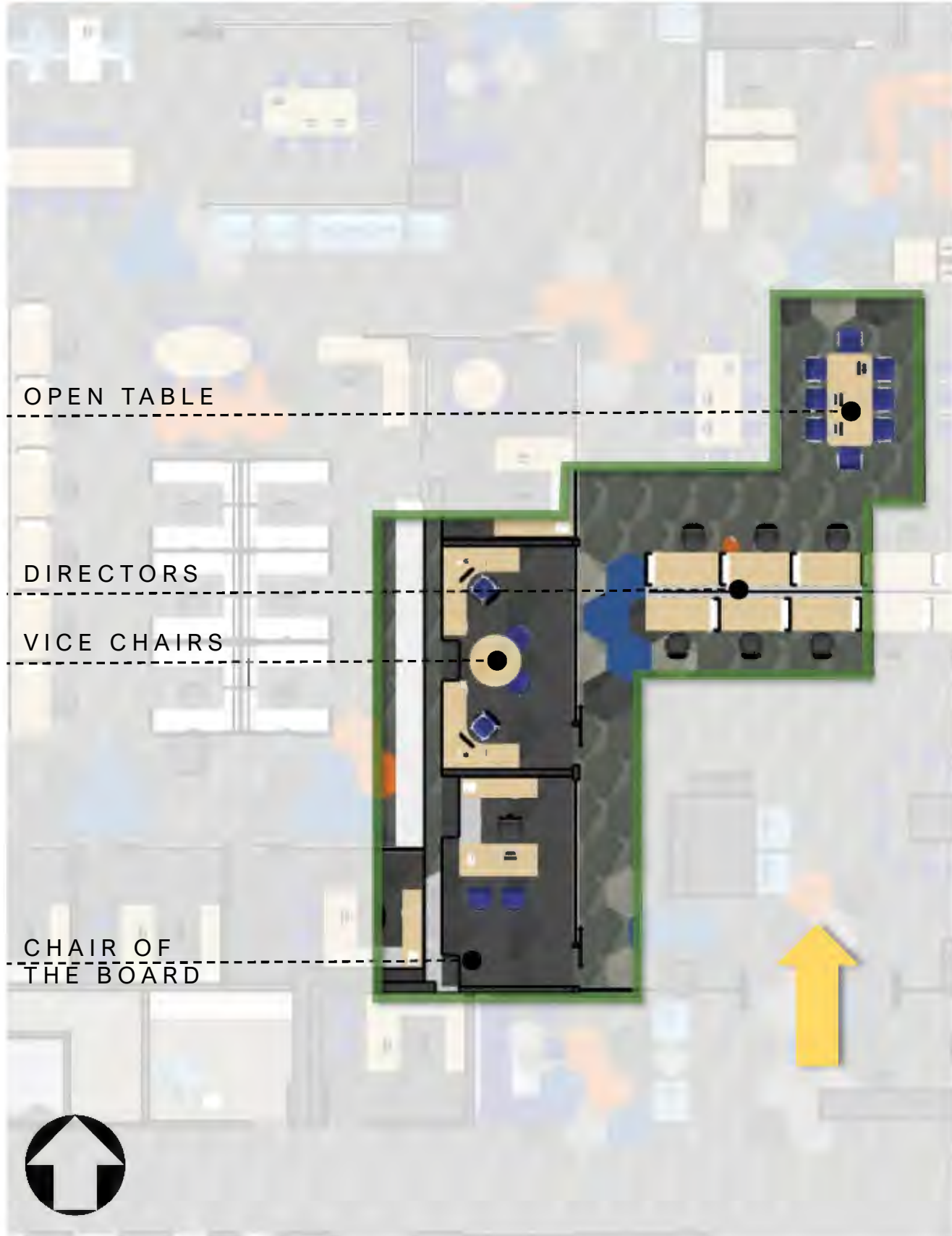
- BOARD OF TRUSTEES
- BOARD OF DIRECTORS
- ASI EXECUTIVE OFFICERS
- LEADER AND PROGRAM DEVELOPMENT



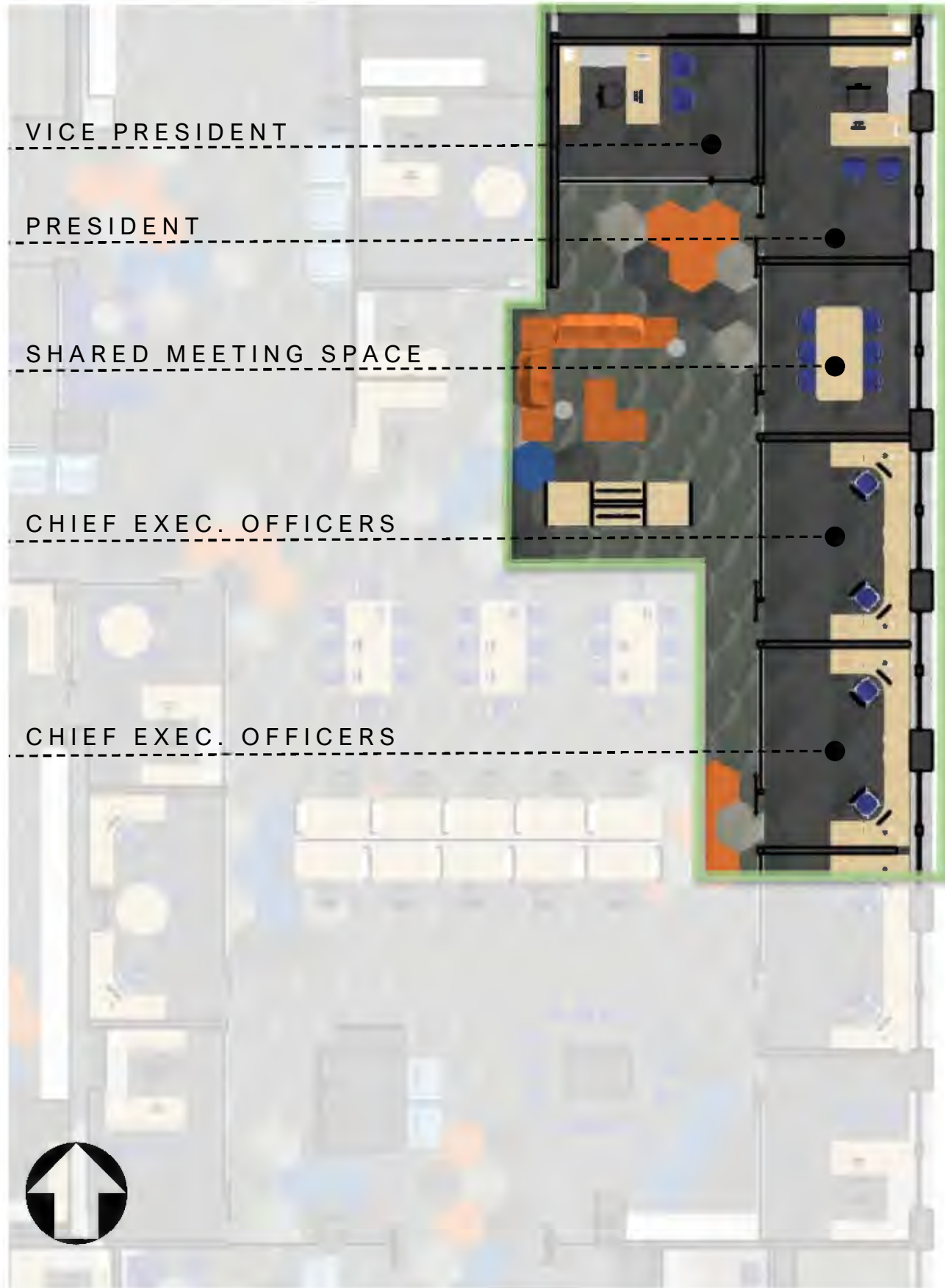
# BOARD OF TRUSTEES



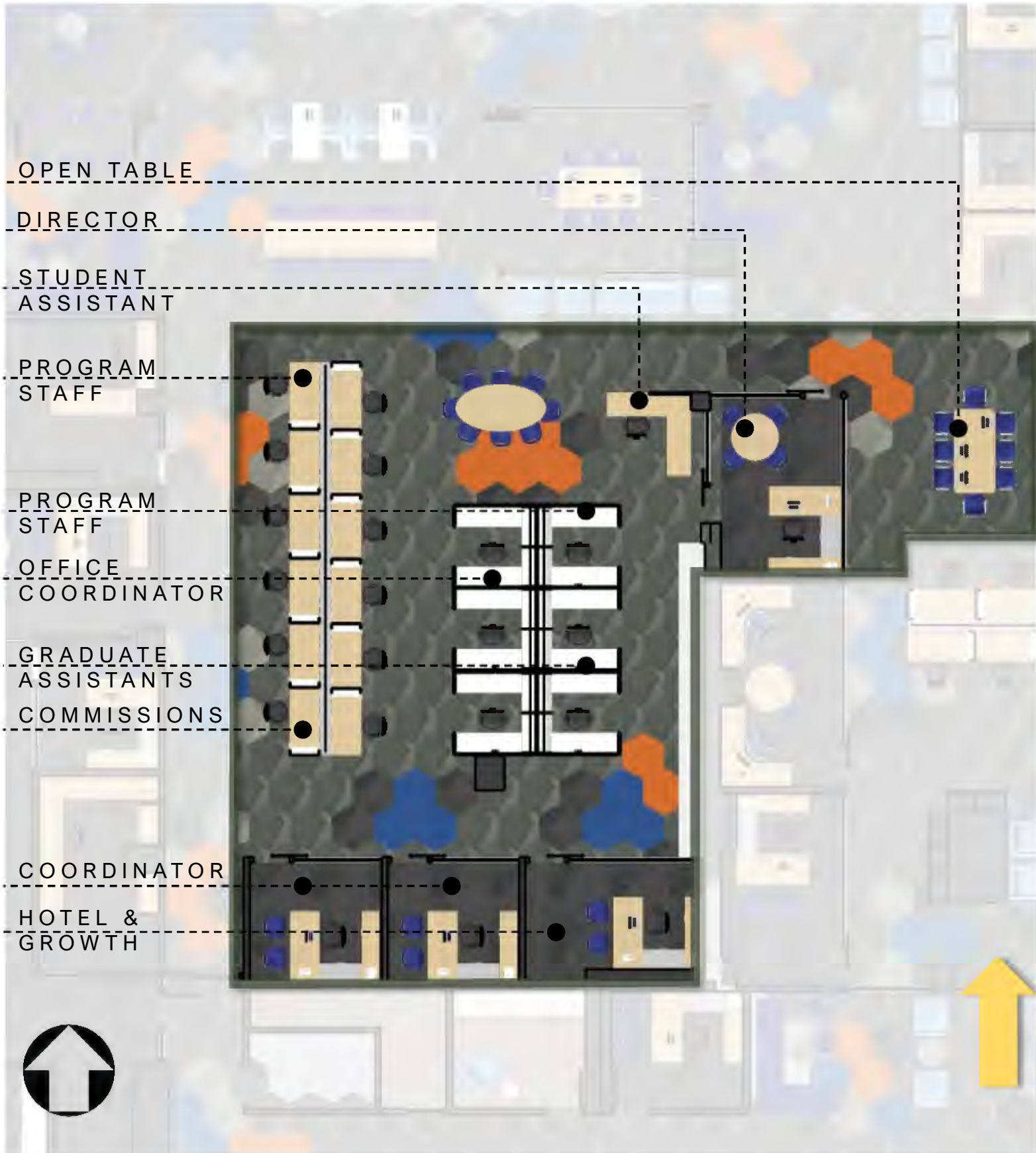
# BOARD OF DIRECTORS



# ASI EXECUTIVE OFFICERS



# LEADER AND PROGRAM DEVELOPMENT (LPD)



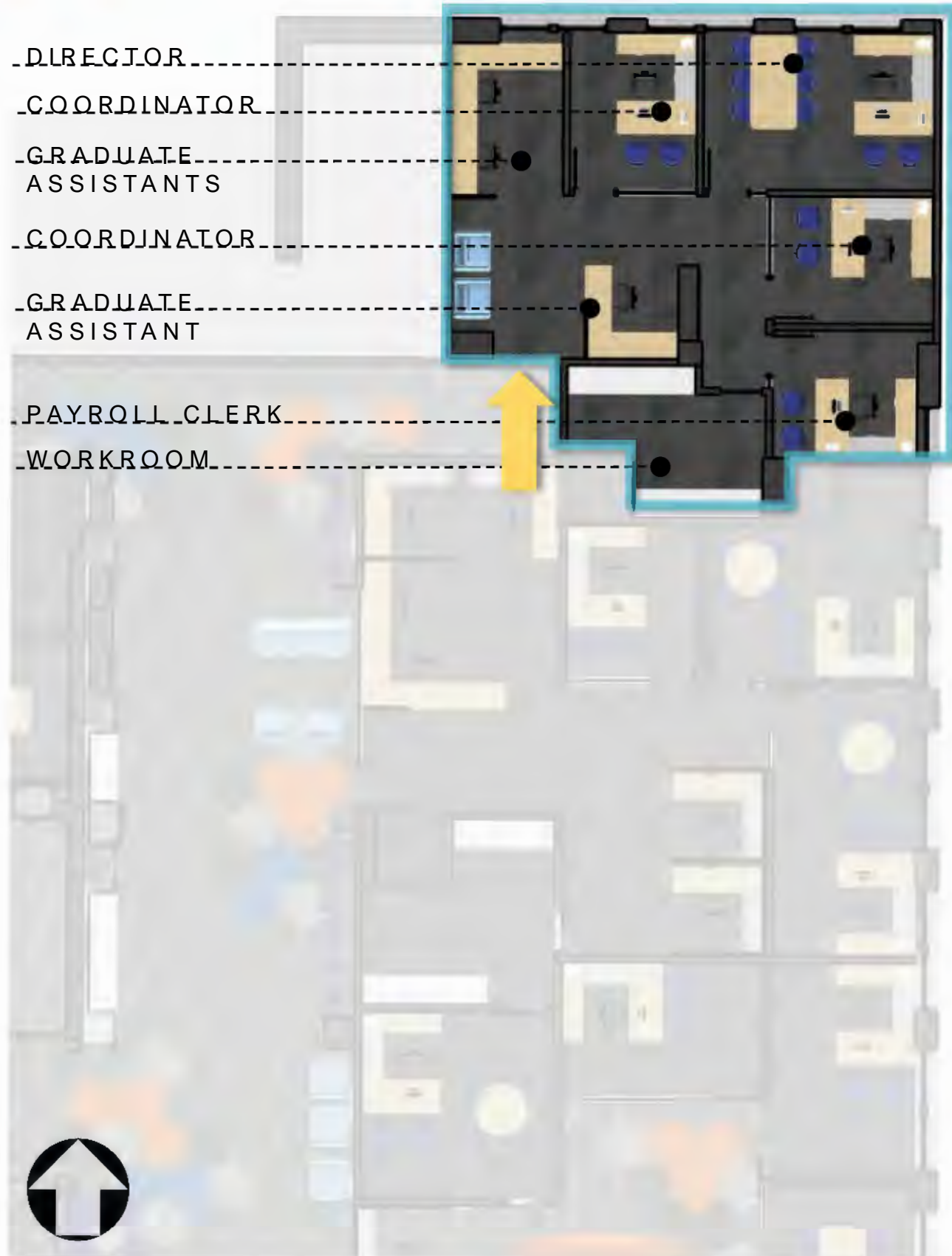


# ADMINISTRATION

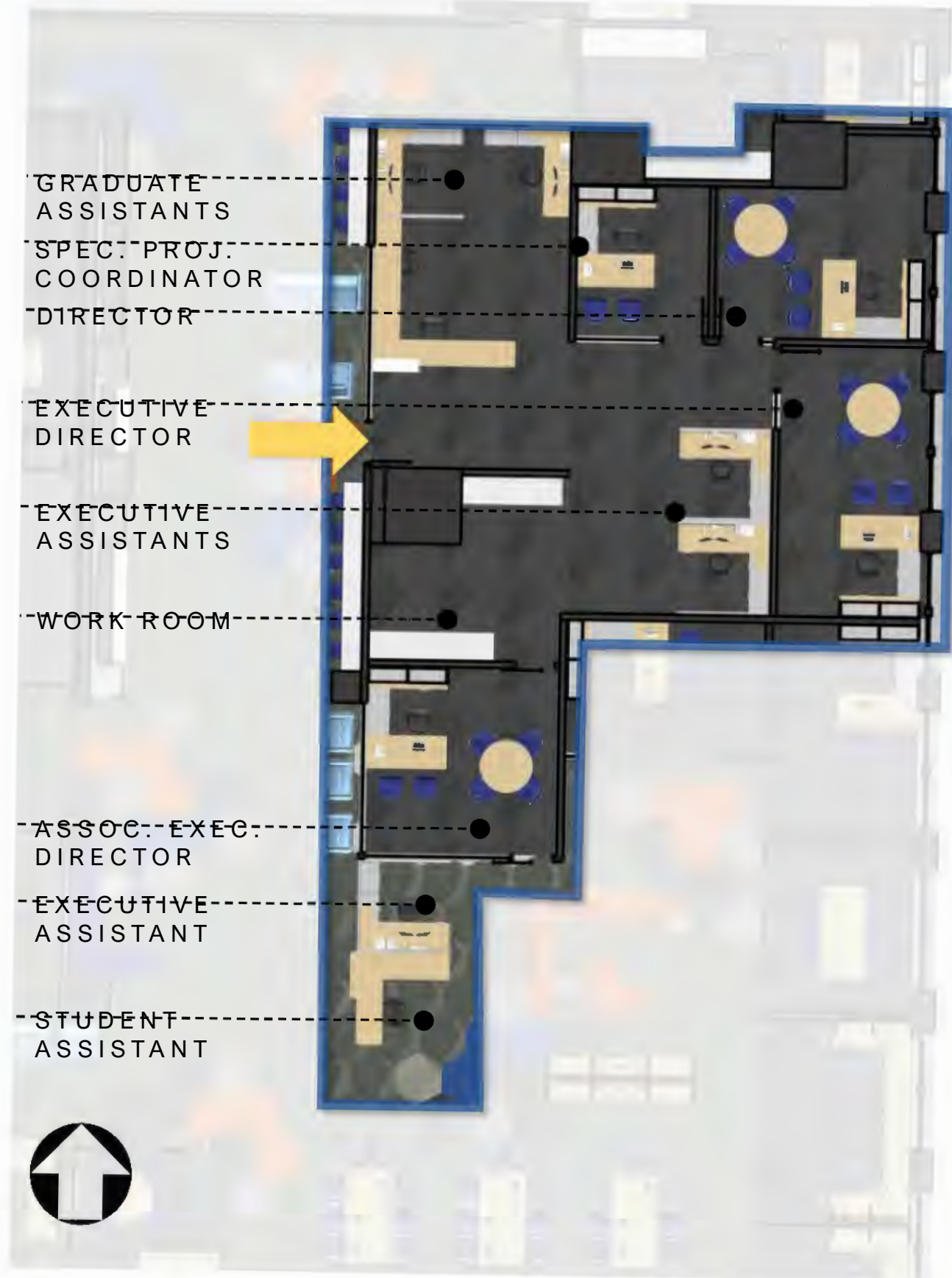
- ADMINISTRATION
- HUMAN RESOURCES
- FINANCIAL SERVICES
- IT



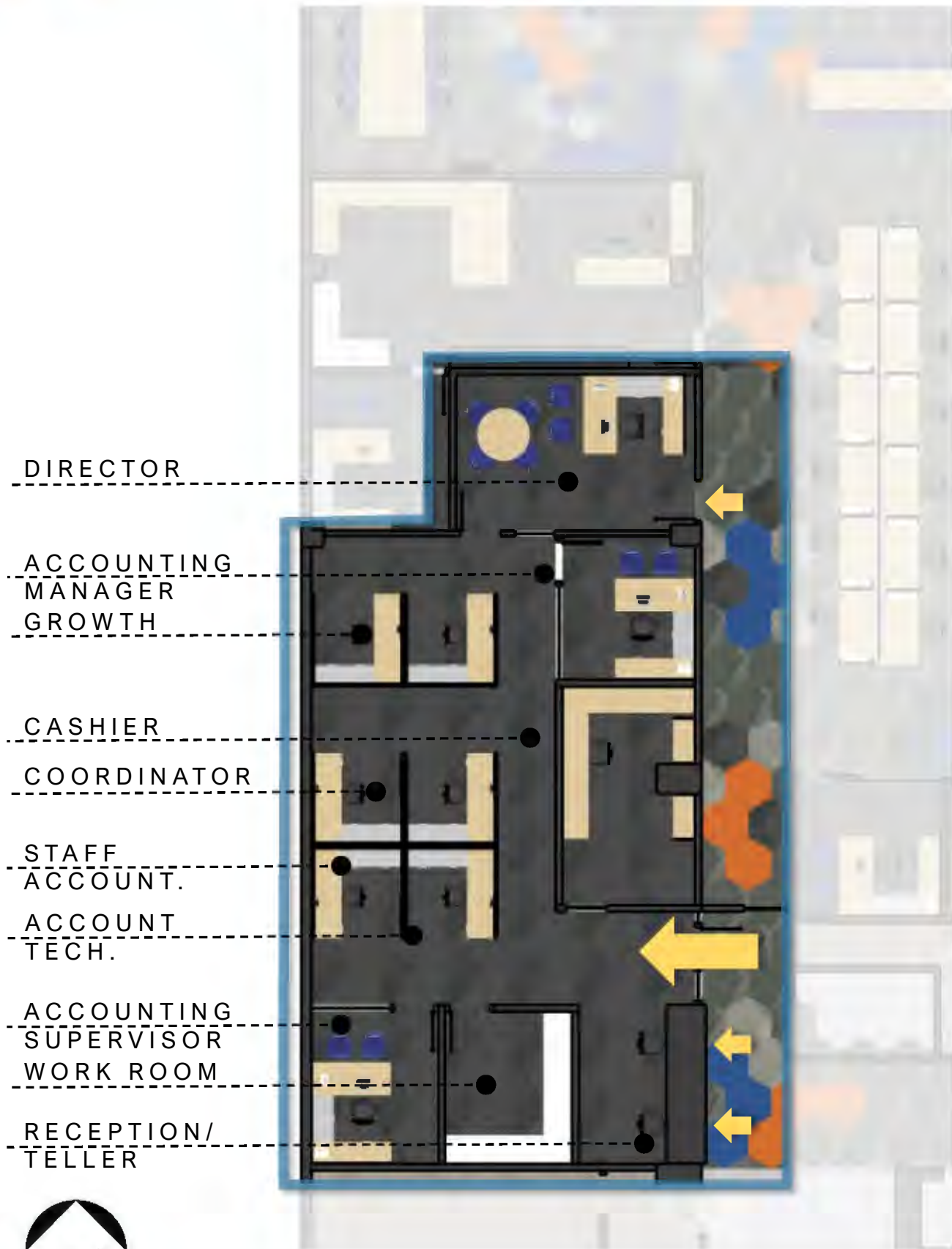
# HUMAN RESOURCES



# ADMINISTRATION



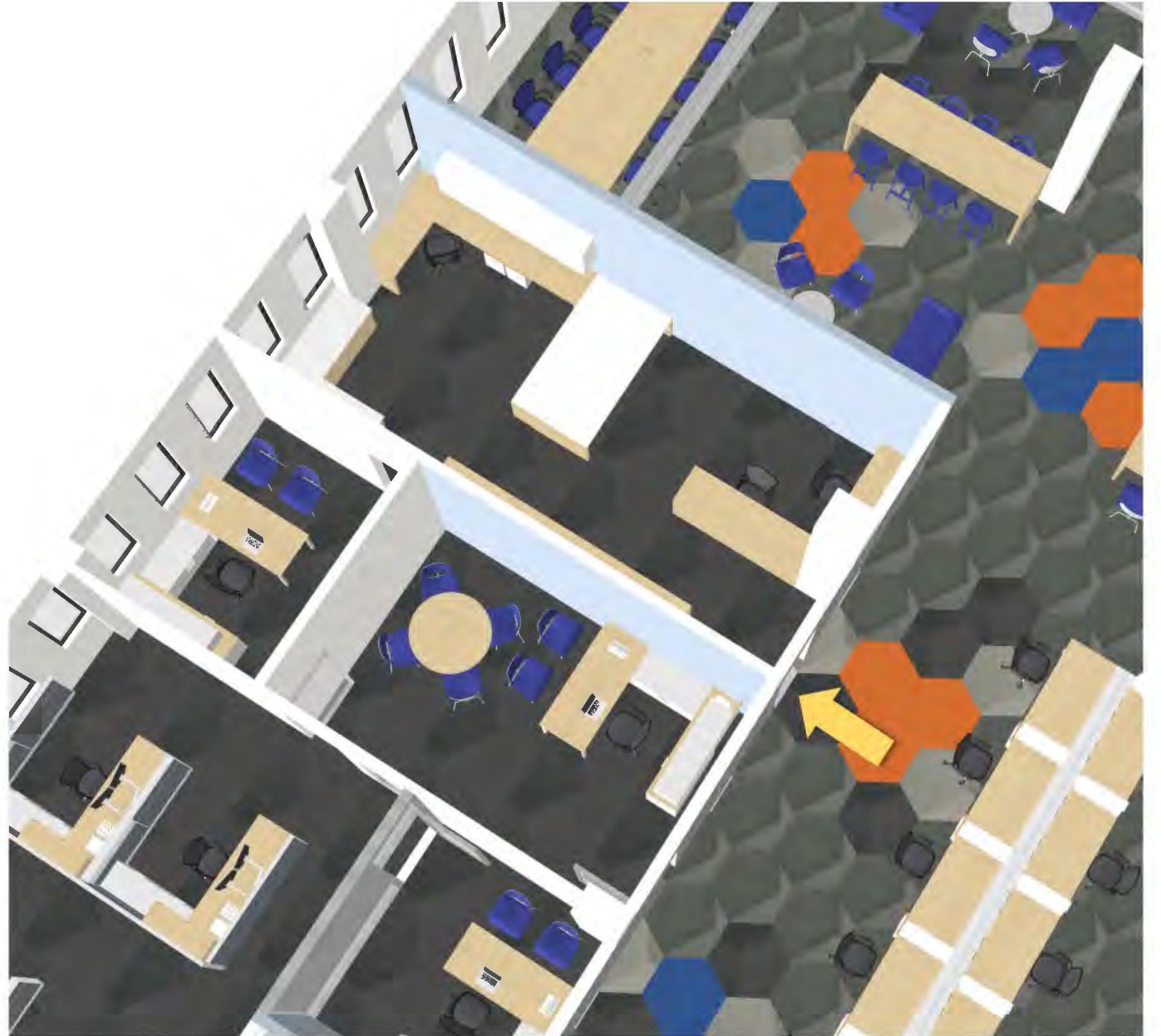
# FINANCIAL SERVICES



ASSOC.  
DIRECTOR

STUDENT  
ASSISTANT

DIRECTOR



# MARKETING

LAYOUT  
SPACE

STUDENT  
WORKERS  
VIDEO  
ROOM

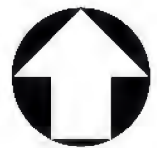
MARKETING  
COORD.  
STUDENT  
WORKERS

AUDIO ROOM

DIRECTOR

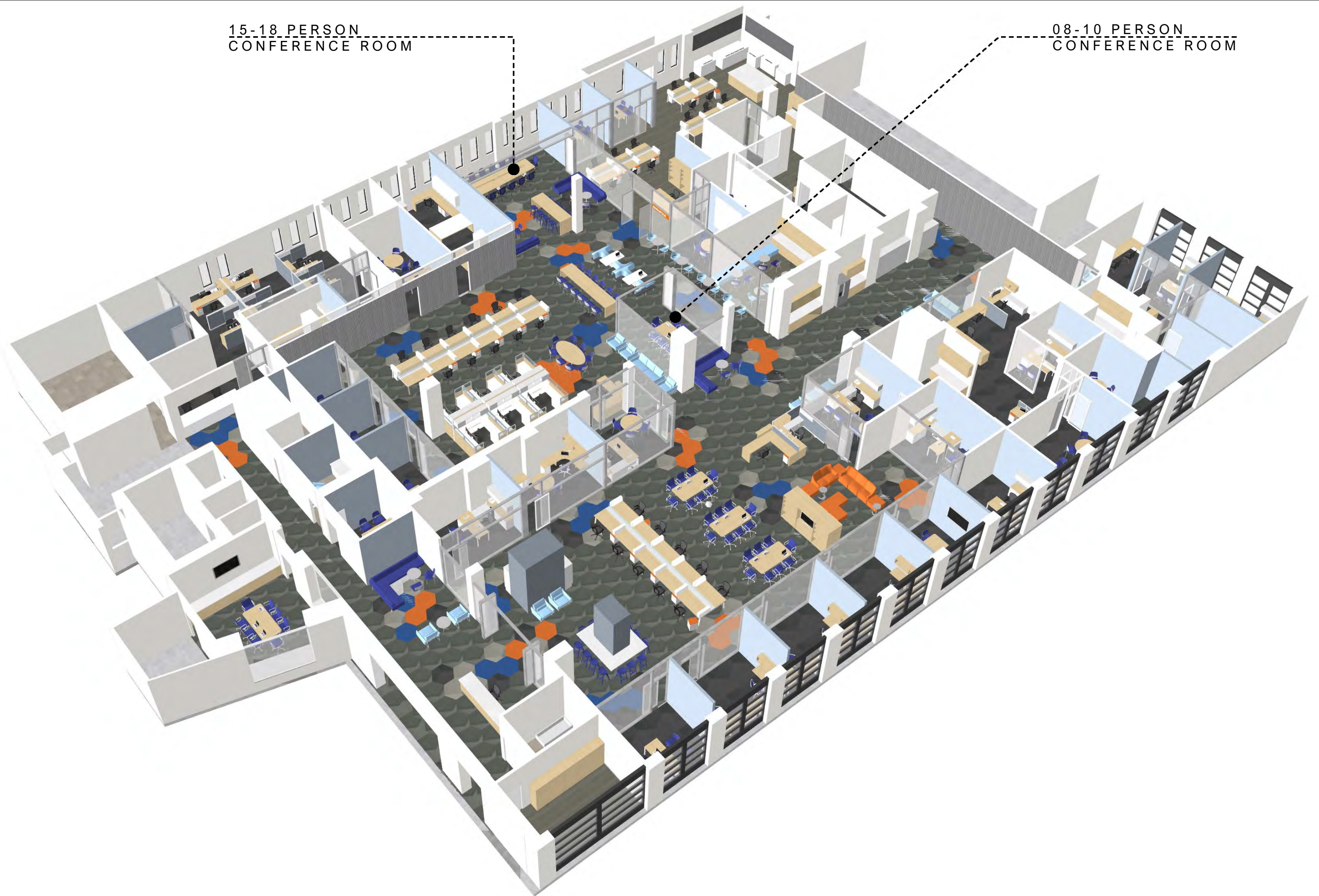
MARKETING  
COORD.

STUDENT  
WORKER  
PITCH  
ROOM

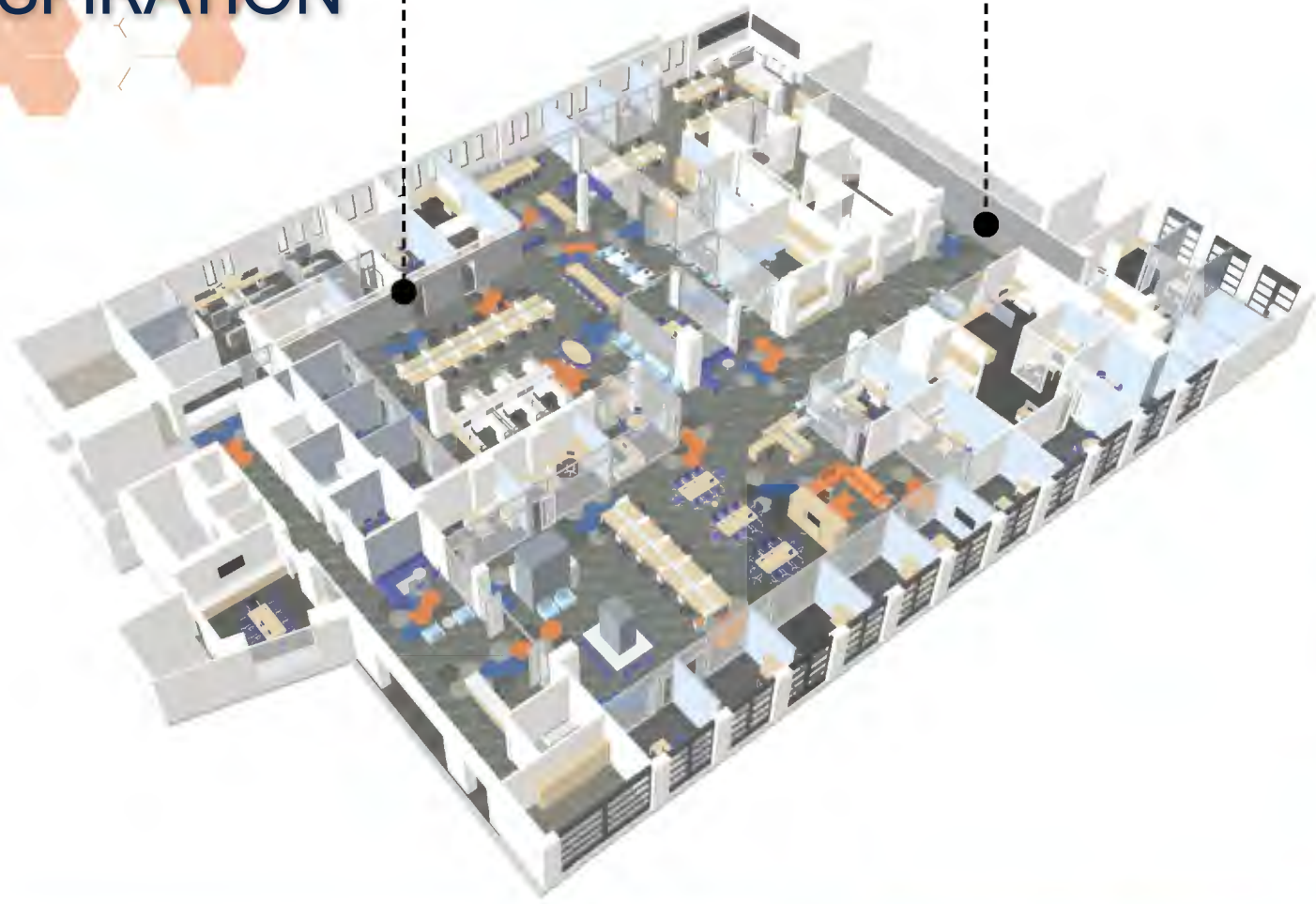


15-18 PERSON  
CONFERENCE ROOM

08-10 PERSON  
CONFERENCE ROOM



# INSPIRATION



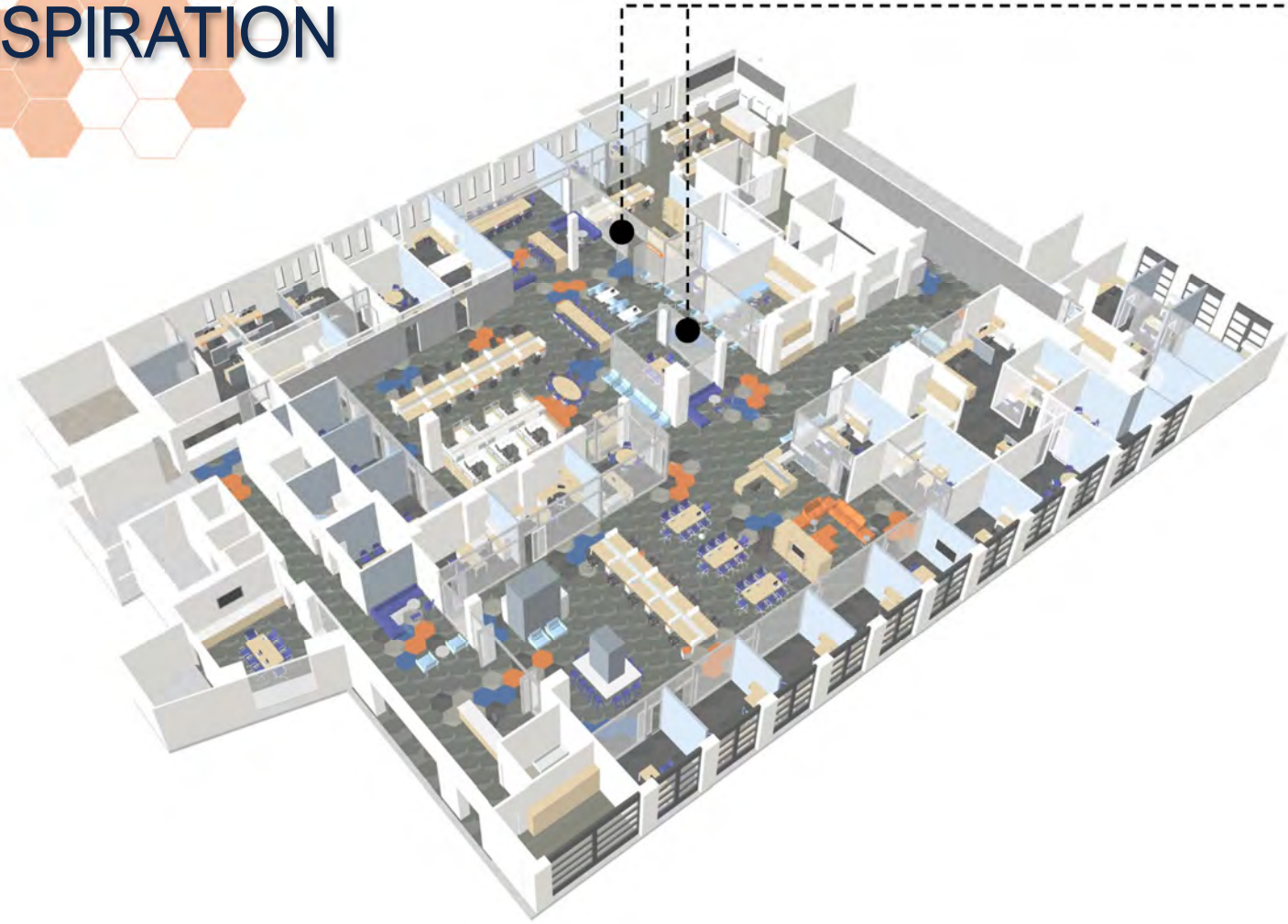
# VINYL WALL GRAPHIC





# INSPIRATION

# GLAZING



# STUDENT LEADERS



# STUDENT LEADERS



# STUDENT LEADERS



# FLEX LOUNGE



# ADMINISTRATION



LOUNGE / MARKETING



LOUNGE / MARKETING







# LOWER LEVEL



## KEY:

- DEAN OF STUDENTS
- STUDENT LIFE AND LEADERSHIP
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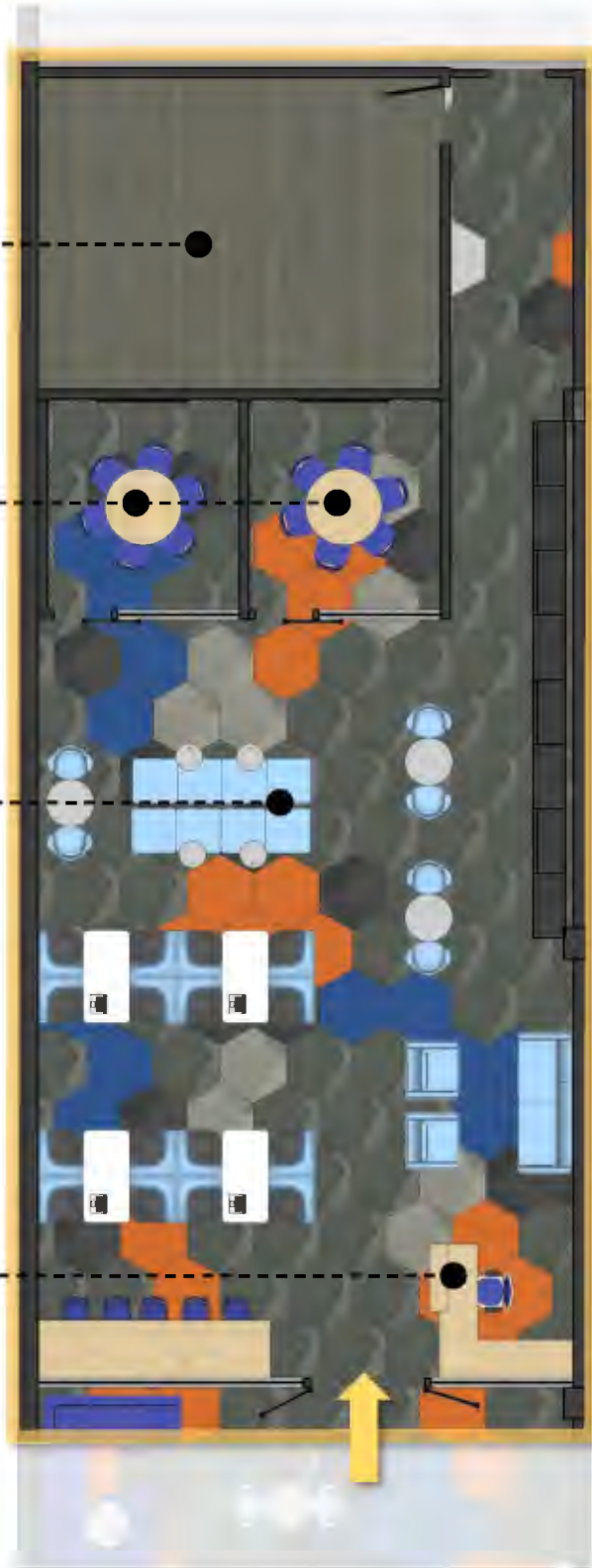
# STUDENT ORGANIZATIONS

STORAGE LPD/CLUB  
DEMISABLE 4-5

MEETING ROOMS

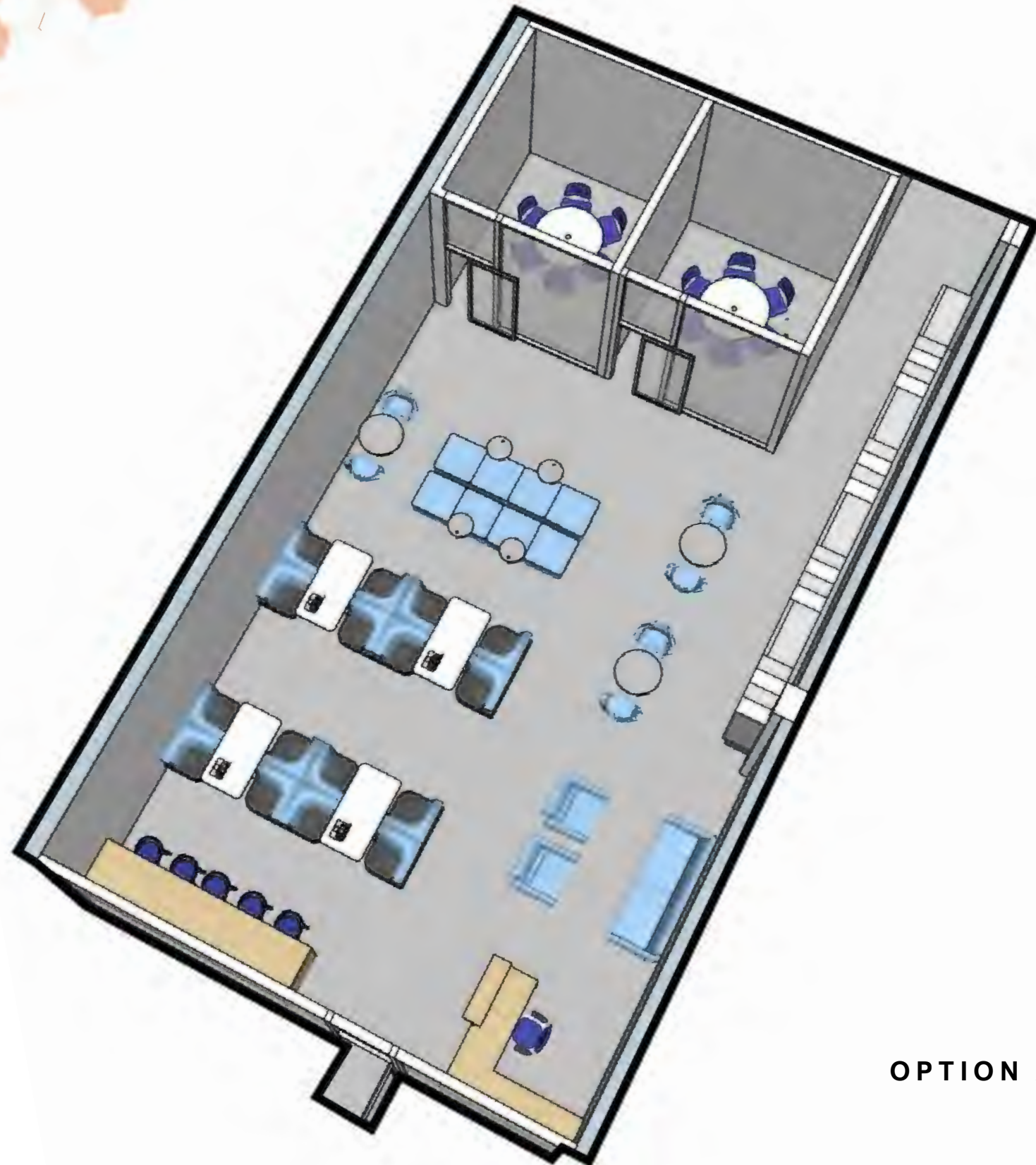
STUDENT ORG.  
LOUNGE SEATING

RECEPTION

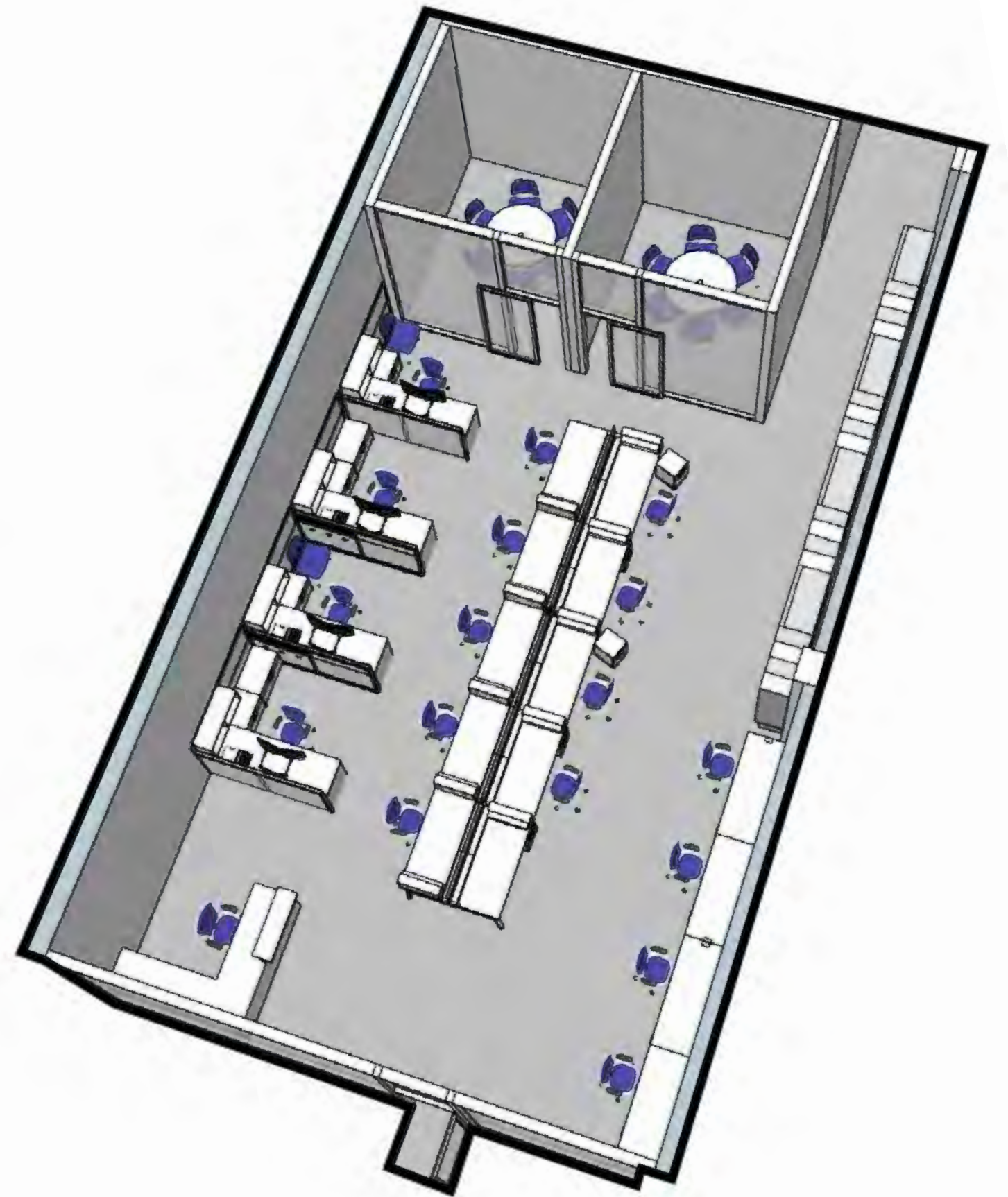


# STUDENT ORGANIZATIONS CHARETTE

STUDENT ORGANIZATIONS CHARETTE



OPTION A



OPTION B

# STUDENT LOUNGE



# STUDENT LOUNGE SPACE



# STUDENT ORGANIZATIONS



# DISCUSSION

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