



Minutes

Titan Student Centers Board of Trustees Special Meeting

📅 Wed April 29th, 2020

🕒 1:30pm - 3:30pm PDT

📍 <https://fullerton.zoom.us/j/94828528183>

👤 In Attendance

I. **Call to Order**

Douglas Kurtz, Chair, called the meeting to order at 1:34 p.m.

II. **Roll Call**

Members Present: A. Aguilar, C. Aguilar, Brem, Budisantoso, Carlsen, Evans, Flowers, Greco, Kurtz, Nikopour, Reveles, Rix, Sadat, Shabak, Sharma

Members Absent: Zirzow

Liaisons Present: Masoud, Scialdone, Wiley

Liaisons Absent: None

According to the ASI Policy Concerning Board of Directors Operations, attendance is defined as being present prior to the announcement of Unfinished Business and remaining until the scheduled ending of the meeting.

* Indicates that the member was in attendance prior to the announcement of Unfinished Business but left prior to the scheduled ending of the meeting.

** Indicates that the member was in attendance for a portion of the meeting but not in attendance prior to the announcement of Unfinished Business.

There were no excused absences.

III. **Approval of Agenda**

Decision: (Evans-m/A. Aguilar-s) The agenda was approved by unanimous consent.

IV. **Approval of Minutes**

- a. **03/04/2020 TSC Facilities Committee Minutes**

Decision: (Carlsen-m/A. Aguilar-s) The minutes from the March 4, 2020 meeting of the TSC Facilities Committee were approved by unanimous consent.

b. **03/11/2020 TSC Board of Trustees Minutes**

Decision: (Carlsen-m/A. Aguilar-s) The minutes from the March 11, 2020 meeting of the TSC Board of Trustees were approved by unanimous consent.

c. **03/11/2020 TSC Operations Special Meeting Minutes**

Decision: (Carlsen-m/A. Aguilar-s) The minutes from the March 11, 2020 special meeting of the TSC Operations Committee were approved by unanimous consent.

V. **Public Speakers**

Members of the public may address TSC Board of Trustees members on any item appearing on this posted agenda.

There were no public speakers.

VI. **Time Certain**

None

VII. **Reports**

a. **Chair**

Douglas Kurtz, Chair, reported the following:

- The budget and analysis that Greco created were sent to the members.
- Thanks to Sharma for his work during the budget process.
- Five Trustees that will be returning next year.
- The proposal for the BOT Vice Chairs award increases were reviewed and approved by the TSC Operations Committee. The recommendation was reviewed and approved by the BOT. The proposal was sent to the ASI Board of Directors. The BOD discussed the proposal at their meeting yesterday. They determined that more assessment and review was needed.
- They met with Pathways of Hope, an organizations that operates and works with food pantries. They will continue to work with this group.
- The TSC survey was sent out to the campus. The survey originated to focus on the TSU and SRC buildings. They wanted to know services the students have used and what should be changed. They received 1,000 responses. The plan is to send the survey to faculty and staff. The survey will be shared on social media. The results should be helpful for next year's Board.
- The President held a town hall meeting and address pending issues, including Commencement and the fall semester.
- A false Instagram account has been established for the Financial Aid office. Please be wary of any scam sites.
- At today's meeting, the Board will be completing the necessary and essential items. Kurtz thanked the Vice Chairs for their work on the business items.
- There are other items that the Committees have been working on. For the

Operations Committee, they are working on the programs and services offered in order to meet the students' needs. They adjusted the F45 area and hours. The Committee had a large hand in the budget process. The Facilities Committee has been working on a renovation plan for the Titan Theatre. They worked on adding skateboard racks, water fill stations, the second floor remodel, TSU Pub remodel, improvements to the Mammoth statue area and a DSS accessibility review.

- Changes to the bylaws were discussed at yesterday's ASI Board of Directors meeting.
 - The items related to the BOT included:
 - Elect one Trustee from each College to ensure total campus representation.
 - Currently, Trustees are elected at-large (anyone can run regardless of College, theoretically, the entire Board of Trustees could all be enrolled in the same College).
 - Should the Resident Student Association continue to have a voting representative?
 - Should the ASI President (or designee) continue to be on the BOT?
 - Should they have a vote?
 - Should these faculty/staff continue to be on the BOT and should they have a vote?
 - Representative chosen by the Academic Senate Chair
 - Representative from the Alumni Association
 - University President designee
 - Should these faculty/staff continue to be liaisons (with no vote) on the BOT?
 - VP Student Affairs representative
 - VP Admin and Finance representative
 - The items related to the BOD included:
 - Should the Chair of the Board of Trustees be a liaison on the BOD (have a seat at the table but no vote)?
 - Should the four Chief Officers continue to be liaisons (have a seat at the table but have no vote)?
 - Or should they report to the Board through the President?
 - Should the ASI Vice President be a liaison (have a seat at the table but have no vote)?
 - Should the ASI President have a vote on the Board of Directors?
 - The BOT has no seat on the BOD to discuss these items. There is no opportunity for the BOT members to speak on the item or give any input. The BOT Trustees have worked very hard this year for the betterment of the students. Kurtz wanted to make the following speech to the BOD.
 - What do you want for the Board of Trustees? What is that you want to do? What has the Board of Trustees that is in favor of only one College? Operating hours? Capital expenditures? Or new programs or facility upgrades favoring one College? Do you want to dissolve the Board of Trustees and make it into another Committee like Finance or Governance? What would you have wished we did this year that we didn't? Do you think you could have done a better job and that's why? You're right. We are not elected by one single College because we do not work for any one College. We work for all students of CSUF. So what's next? Do they just dissolve us completely and remove us from ASI? Are they ready to take on our work? Why are you discussing removing an

alumni rep or faculty rep or University President rep? All the people on our Board are here since they are all the main parties who use these buildings, and they deserve a voice. Faculty and staff have an opportunity to have a SRC membership. They use the Titan Student Union. Alumni use the Titan Student Union heavily. They have the opportunity to use the SRC with a membership. The alumni representative brings insight to this Board that none of us can provide the alumni since we simply aren't there. Same goes for the other faculty and staff members on the Board. What is the reason they are doing this? Is the real reason that they are targeting them because the faculty representative put together an analysis for budget because they like to give input and they should have that work used for the betterment of all students? What is your real motive with all this, and what is going to fix the situation? I do not see any changes that will make them satisfied until BOT ceases to exist.

b. **ASI Associate Executive Director**

Drew Wiley, ASI Associate Executive Director, reported that the essential final items are included in today's meeting. The campus is grappling with the COVID-19 situation. There have been updates for the students on current happenings. There was a town hall. No decision has been made about the fall semester. Wiley thanked everyone for their work and patience.

VIII. **Unfinished Business**

None

IX. **New Business**

a. **Action: Proposal to set the 2020-2021 Student Recreation Center Operating Hours**

The TSC Board of Trustees will consider approving a proposal to set the 2020-2021 Student Recreation Center operating hours.

BOT 014 19/20 (Shabak-m/Nikopour-s) A motion was made and seconded to approve the 2020-21 Operating Hours for the Student Recreation Center.

Kurtz yielded to Sharma.

Sharma stated that the operating hours have not been changed from the current hours.

There were no questions.

Kurtz stated that the operating hours were straightforward. Last year, the Rock Wall hours were extended as a test run. The extended hours did improve usage. These Rock Wall hours will continue next year.

Sharma stated that even with the current COVID-19 pandemic, it seems reasonable to approve these operating hours.

There were small, non-substantive errors in the document that were corrected and accepted with no objections.

BOT 014 19/20 (Shabak-m/Nikopour-s) Roll Call Vote: 15-0-1. The motion was adopted.

b. **Action: Proposal to Allocate Space for an ASI Operated Food Pantry within the TSU**

The TSC Board of Trustees will consider approving a proposal to allocate space in the TSU for an ASI

operated Food Pantry.

BOT 015 19/20 (A. Aguilar-m/Nikopour-s) A motion was made and seconded to approve to allocate a space in the Titan Student Union for the Food Pantry operated by ASI.

Kurtz stated that the proposed space for the ASI Food Pantry is TSU-107 and TSU-107A.

There were no questions.

Scialdone stated that they have the support of the Vice President for Student Affairs and the President.

Wiley stated that the proposed space may impact the budget. This space is part of the lease with the Auxiliary Services Corporation (ASC) for their food service operations. The space is one of the areas included in the rent for the back of the house spaces. The space only represents 7.5% of the total area included in the rent. They calculated the revenue loss for the year is \$1,500. The current lease agreement with ASC expires at the end of this fiscal year, and they are not anticipating this area will be included in the new lease. There would probably need to be an amendment to either strike the use of this area from the ASC lease or to include the loss of revenue.

BOT 015A 19/20 (A. Aguilar-m/Sharma-s) An amendment was motioned and seconded to include the loss of \$1,500 annual in revenue as part of the ASC lease for food operations.

There was no discussion.

BOT 015A 19/20 (A. Aguilar-m/Sharma-s) Roll Call Vote: 14-0-2. The amendment was adopted.

There was no discussion on the amended motion.

BOT 015 19/20 (A. Aguilar-m/Nikopour-s) Roll Call Vote: 14-0-2. The amended motion was adopted.

Decision: BOT 015 19-20 (A. Aguilar-m/Nikopour-s) Roll Call Vote: 14-0-2. The amended motion was adopted.

X. **Announcements/Member's Privilege**

Carlsen thanked the Board leadership and advisors. He has enjoyed the time on the BOT and will return next year.

Evans stated that it has been an honor to serve the students. This is his third year with ASI. Evans thanked the staff, Allen, Tapper, Fehr and the BOT members.

A. Aguilar thanked the BOT advisors and members and wished everyone the best of luck for the future. A shout out to the BOT leadership and advisors. Aguilar thanked Kurtz for his work with the food pantry.

Budisantoso thanked everyone and congratulated the graduates.

Sharma thanked everyone, especially for electing him as a Vice Chair in his first year on the BOT and wished everyone the best of luck on their future endeavors.

Rix thanked everyone, especially to Evans for his guidance on her role as a Vice Chair. Rix also thanked the Facilities Committee members, Sharma and Kurtz for their friendship and guidance and Fehr.

Kurtz thanked Tapper and Fehr for their advice and help. Kurtz also thanked Collins, Hernandez, Robles, Allen, Wiley, Evans, Aguilar and all of the Trustees.

XI. **Adjournment**

Douglas Kurtz, Chair, adjourned the meeting at 2:38 p.m.



TSC Board of Trustees Chair



Deserita Ohtomo, Recording Secretary

Roll Call 2019-2020

04/29/2020 TSCBOT MEETING

Attendance	TSCBOT Trustees (Voting Members)	
	Present	Absent
Student Trustee	Aguilar	1
Student Trustee	Brem	1
Student Trustee	Carlsen	1
Student Trustee	Evans	1
Student Trustee	Nikopour	1
VC Facilities	Rix	1
Student Trustee	Sadat	1
Student Trustee	Shabak	1
VC Operations	Sharma	1
RSA Rep.	Zirzow	1
ASI Pres. Rep.	Aguilar	1
ASI BOD Rep.	Reveles	1
Alumni Asso. Rep	Budisantoso	1
Univ. President's Rep.	Flowers	1
Academic Senate Rep.	Greco	1
Chair	Kurtz	1
	Present	Absent
	15	1

**E

Attendance	TSCBOT Liaisons	
	Present	Absent
Recording Secretary	Collins	1
VP Admin & Fin Rep.	Masoud	1
VP Student Affairs Rep.	Scialdone	1
ASI Assoc Exec Dir	Wiley	1
	4	0

Roll Call Votes	#014	014			015 A		
		Yes	No	Abstain	YES	No	Abstain
Student Trustee	Aguilar	1			1		
Student Trustee	Brem	1			1		
Student Trustee	Carlsen	1			1		
Student Trustee	Evans	1			1		
Student Trustee	Nikopour	1			1		
VC Facilities	Rix	1			1		
Student Trustee	Sadat	1			1		
Student Trustee	Shabak	1			1		
VC Operations	Sharma	1			1		
RSA Rep.	Zirzow						
ASI Pres. Rep.	Aguilar	1			1		
ASI BOD Rep.	Reveles	1					1
Alumni Asso. Rep	Budisantoso	1			1		
Univ. President's Rep.	Flowers	1			1		
Academic Senate Rep.	Greco	1			1		
Chair	Kurtz	1			1		
		YES	No	Abstain	YES	No	Abstain
		15	0	0	14	0	1

ABSENT

Roll Call Votes	015

		Yes	No	Abstain
Student Trustee	Aguilar	1		
Student Trustee	Brem	1		
Student Trustee	Carlsen	1		
Student Trustee	Evans	1		
Student Trustee	Nikopour	1		
VC Facilities	Rix	1		
Student Trustee	Sadat	1		
Student Trustee	Shabak	1		
VC Operations	Sharma	1		
RSA Rep.	Zirzow			
ASI Pres. Rep.	Aguilar	1		
ASI BOD Rep.	Reveles			1
Alumni Asso. Rep	Budisantoso	1		
Univ. President's Rep.	Flowers	1		
Academic Senate Rep.	Greco	1		
Chair	Kurtz	1		
		YES	No	Abstain
		14	0	1



Proposal to approve operating hours for the Student Recreation Center (SRC) for the 2020-2021 fiscal year.

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: April 29, 2020

PRESENTED BY: Prashant Sharma, Vice Chair Operations, Titan Student Centers Board of Trustees
Aaron Tapper, Director, Titan Recreation

BACKGROUND

The Titan Student Centers Board of Trustees annually reviews and approves the operating hours of the Student Recreation Center.

PROPOSAL

Approve the operating hours for the Student Recreation Center for the 2020-2021 fiscal year.

RATIONALE

This proposal is not changing the current operating hours of the Student Recreation Center. Instead it is updating the dates and times of our facilities to reflect the CSUF academic calendar and annual calendar events and holidays which occur during the 2020-2021 fiscal year.

IMPACT

This will not alter the current operating hours of Student Recreation Center. No changes to the operating hours from the 2019-2020 fiscal year are being proposed.

BUDGET IMPACT

Funding for the operating hours for both buildings was allocated as part of the Spring 2020 budget process for the 2020-2021 fiscal year.

IMPLEMENTATION TIMELINE

Operating hours begin July 1, 2020 and continue through June 30, 2021.

Student Recreation Center

Hours of Operation: Summer July 1, 2020 - August 21, 2020

	<i>Building</i>	<i>Rock Wall</i>	<i>SRC Pool & Pool Deck</i>	<i>Irvine Campus Fitness Center</i>
REGULAR HOURS: Summer, 2020				
<u>Saturday, July 1 - Friday, August 17, 2020</u>				
Monday - Thursday	6am-8pm	5pm-8pm	7:30am-7:30pm	Closed
Friday	6am-8pm	5pm-8pm	7:30am-6:30pm	Closed
Saturday	8am-6pm	3pm-6pm	12:30-6:30pm	Closed
Sunday	8am-6pm	Closed	12:30-6:30pm	Closed
SPECIAL OPERATING HOURS - Summer: July 1-August 21, 2020				
Independence Day: Friday, July 3	Closed	Closed	Closed	Closed
SRC Training: Friday Aug. 21	1pm-8pm	5pm-8pm	1pm-6:30pm	Closed

Student Recreation Center

Saturday, August 24 - Friday, December 20, 2019

	<i>Building</i>	<i>Rock Wall</i>	<i>SRC Pool & Pool Deck</i>	<i>Irvine Campus Fitness Center</i>
Regular Hours: Fall Semester 2020				
Monday-Thursday	6am- 12am	2-8pm	6:30am-8pm	12pm-8pm
Friday	6am-10pm	2-5pm	6:30am-6:30pm	Closed
Saturday	8am-10pm	2-5pm	11:30am-6:30pm	Closed
Sunday	8am-10pm	Closed	11:30am-6:30pm	Closed
Special Operating Hours: Fall Semester: August 22- December 19				
Labor Day Weekend				
Monday, September 7	Closed	Closed	Closed	Closed
Veterans Day				
Wednesday, November 11	Closed	Closed	Closed	Closed
Fall Recess (Thanksgiving Week)				
November 23-25	6am-8pm	Closed	10am-2pm	Closed
November 26-27	Closed	Closed	Closed	Closed

* The Campus may close part or all day on December 24, 2020, pending approval from the California Governor and/or the ASI President.

Student Recreation Center

Hours of Operation: Intercession December 20, 2019 - January 16, 2020

	<i>Building</i>	<i>Rock Wall</i>	<i>SRC Pool & Pool Deck</i>	<i>Irvine Campus Fitness Center</i>
Regular Operating Hours: Intercession 2020				
Saturday, December 15, 2018 - Friday, January 23, 2021				
Monday - Thursday	6am-8pm	5pm-8pm	7:30am-7:30pm	Closed
Friday	6am-8pm	Closed	7:30am-5:30pm	Closed
Saturday	8am-6pm	12n-3pm	12:30pm-5:30pm	Closed
Sunday	8am-6pm	Closed	12:30pm-5:30pm	Closed
Special Operating Hours: Intercession: December 19, 2020- January 19, 2021				
Winter Recess				
December 19-20	8am-6pm	2pm-5pm	12:30pm-5:30pm	Closed
December 21-24	6am-8pm	Closed	10am-2pm	Closed
December 25- January 3	Closed	Closed	Closed	Closed
Martin Luther King, Jr. Day				
Monday, January 19, 2021	Closed	Closed	Closed	Closed
SRC Training				
Friday, January 22	1pm-8pm	Closed	1pm-7:30pm	Closed
Hours of Operation: Spring Semester January 19, 2021 - May 21, 2021				

	<i>Building</i>	<i>Rock Wall</i>	<i>SRC Pool & Pool Deck</i>	<i>Irvine Campus Fitness Center</i> ¹
SPECIAL OPERATING HOURS - SPRING SEMESTER				
January 23, 2021- May 21, 2021				
Monday- Thursday	6am-12mn	2pm-8pm	6:30am-8pm	12pm-8pm
Friday	6am-10pm	2pm-5pm	6:30am-6:30pm	Closed
Saturday	8am-10pm	2pm-5pm	11:30am-6:30pm	Closed
Sunday	8am-10pm	Closed	11:30am-6:30pm	Closed
Presidents' Day				
Monday, February 15, 2021	Closed	Closed	Closed	Closed
Spring Break- Monday, March 27- April 4, 2021				
March 27- April, 5 2021	6am-8pm	5pm-8pm	6:30am-6:30pm	Closed
March 31, 2021-	Closed	Closed	Closed	Closed
Commencement				
May 24-May 27	TBD	TBD	TBD	Closed



Proposal to allocate space for an ASI-operated food pantry within the Titan Student Union

PRESENTED TO: Titan Student Centers Board of Trustees

MEETING DATE: April 29, 2020

PRESENTED BY: Raechel Rix, Vice Chair of Facilities, TSC Board of Trustees
Douglas Kurtz, Chair, TSC Board of Trustees
Chris Evans, Trustee, TSC Board of Trustees
Jeff Fehr, Associate Director, Titan Student Union

BACKGROUND

In November of 2019, the ASI Board of Directors approved a resolution to establish a food pantry within the TSU. The Board delegated the responsibility of finding a location within the TSU for the food pantry to the Trustees, stipulating the food pantry should be located in a high traffic, visible, easily accessible, and ADA-compliant area.

PROPOSAL

Allocate TSU 107 and 107A for the establishment of a food pantry.

RATIONALE

The establishment of an ASI-operated food pantry within the TSU will give all CSUF students an opportunity to access food on a consistent basis. These rooms were selected based on conversations with food pantry experts, Board of Trustee research, and expertise and advice from ASI staff.

Trustees researched and visited a number of food pantries throughout the course of the 2019-2020 academic year. This knowledge supports TSU 107 and 107A as the best location for the food pantry.

The space was previously used as a catering prep area so it conveniently offers opportunities for refrigerators, shelves, and utility access, making it a perfect location for a food pantry. The space also is located ideally close to a loading dock for food deliveries.

IMPACT

TSU 107 and 107A are currently leased to ASC as part of their food service sub-lease agreement. This proposal will reallocate these spaces at the expiration of the current sub-lease agreement on June 30, 2020.

BUDGET IMPACT

Allocation of space will result in loss of approximately \$___ in lease revenue annually. Costs associated with food pantry construction/renovation, as well as annual operating costs have not yet been determined and will be presented to the Trustees and Board of Directors for consideration at a later date. Some costs may be absorbed by current year operating budget and outside contributions from donors and/or the university.

IMPLEMENTATION TIMELINE

The space will be designated for the ASI food pantry at the expiration of the current ASC sub-lease agreement on June 30, 2020. The start date for any necessary construction/renovation, and opening date of the pantry, is not yet determined.

Board membership changes to discuss –

Board of Trustees –

- Elect one Trustee from each college to ensure total campus representation
 - Currently, trustees are elected at-large (anyone can run regardless of college; theoretically, the entire Board of Trustees could all be enrolled in the same college)
- Should the Resident Student Association continue to have a voting representative?
- Should the ASI President (or designee) continue to be on the BOT?
 - Should they have a vote?
- Should the Chair of the Board of Directors (or designee) continue to be on the BOT?
 - Should they have a vote?
- Should these faculty/staff continue to be on the BOT and should they have a vote?
 - Representative chosen by the Academic Senate Chair
 - Representative from the Alumni Association
 - University President designee
- Should these faculty/staff continue to be liaisons (with no vote) on the BOT?
 - VP Student Affairs representative
 - VP Admin and Finance representative

Board of Directors –

- Should the Chair of the Board of Trustees be a liaison on the BOD (have a seat at the table but have no vote)?
- Should the four Chief Officers continue to be liaisons (have a seat at the table but have no vote)?
 - Or should they report to the Board through the President?
- Should the ASI Vice President be a liaison (have a seat at the table but have no vote)?
- Should the ASI President have a vote on the Board of Directors?