

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

<b>Operations Committee MINUTES March 20<sup>th</sup>, 2019</b>
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**CALL TO ORDER**

Douglas Kurtz, Chair, called the meeting to order at 1:32 p.m.

**ROLL CALL**

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

Members Absent: Grino

Officers Present: Evans, Fehr, Martin

Officers Absent: Allen \*\*, Tapper

\*Indicates that the member was in attendance prior to the start of Unfinished Business, but left before the scheduled ending of the meeting. [According to the by-laws, a member of the committee who does not remain until the scheduled ending for the meeting (3:00 p.m.) is considered not to be in attendance.]

\*\*Indicates that the member was in attendance for a portion of the meeting, but not in attendance prior to the announcement of Unfinished Business. [According to the by-laws, a member of the committee who is not in attendance prior to the announcement of Unfinished Business is considered not to be in attendance.]

Kurtz asked for a motion and a second to excuse Tapper because of a family emergency. There were no objections. (Duncan-m/Torres-s)

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

The minutes for the March 6, 2019 meeting were approved as presented. (Duncan-m/Torres-s)

**PUBLIC SPEAKERS**

None.

**UNFINISHED BUSINESS**

**a. Discussion: Programs and Services Assessment**

Kurtz stated that due to time constraints, this agenda item was not discussed at the last meeting but at the previous meeting, he had asked all committee members to attend a DIY workshop and assess it.

We currently have a template for how to assess these programs/services and gain students feedback to then provide recommendations to staff and managers. We chose to assess DIY workshops to test our assessment template. We tried it once and realized that in order to get more student feedback, we needed a survey. Since then, we have given out paper surveys for 2 days, total of 4 DIY classes, and received 60 to 80 completed surveys. Evans and I have reviewed them and we have noticed a few trends. Students are requesting later workshop times like 4pm to 5pm, repeats of popular workshops and requests for DIY workshops for reusable everyday products.

Kurtz stated that he reviewed the DIY workshops data that Cristina Medina had shared with the committee last semester and looked for trends and averages. The average attendance per class was 15 people and median was 17 people. He also tried finding what factors would affect attendance. In regards to theme, the most popular workshops were those for Harry Potter, Slice of Advice and how to paint. In regards to time offering, the 1pm-2pm workshops had a higher attendance than the 3pm-4pm workshops. Which instructor led the workshop was not a factor in attendance because the participants don't know who the instructor is prior to the workshop.

Allen entered the meeting at 1:42pm

Kurtz stated his recommendation to Medina is to repeat the workshops with high attendance and to repeat the not so popular ones at a different time and see if that helps increase attendance. Evans recommended that ASI programming collaborate with DIY workshops to have back to back related theme events to help cross promote each other.

Kurtz stated he was very happy with the amount of student feedback they received through the surveys. He is working with Martin and Tapper on a consistent electronic survey that can be used for all programs/services and that way staff/managers running these programs/services can look at feedback continuously and make improvements. Kurtz is talking with Duncan and Tapper about a possible incentive for students to take the survey. In addition, a specific survey will be sent out for F45 because that is the next program/service we will be assessing.

## REPORTS

### a. Chair

Kurtz reported the following:

1) Student art show is happening in the UCC art gallery, outside of the TSU pavilions. All committee members need to go see the art show, pick their top three pieces and send the information to Kurtz by 3/29/19. The committee will then discuss if they will be purchasing any art work piece for this year.

2) Two more committee meetings left.

Committee Meeting 4/10/19:

- Presentation on F45 that will include data on participants and an update on the program itself.

- Presentation on the Outdoor and Adventure program.

- Discussion item on Esports.

Committee Meeting 4/24/19:

- Action Item to propose a fee for F45 program users.

- Action item for operating hours for TSU and SRC.

3) A school wide survey went out Monday and it will close 4/8/19. It was sent to 3,800 to 3,900 students. Survey feedback will help determine operating hours for next year.

### b. Programming Liaison/Trustee, TSCBOT

Barillas reported the following:

1) Programming survey reports were sent out to the four different areas/departments: SRC, Titan Well, DIY Workshops and Environmental Sustainability Commission.

2) Began the planning for the Trustee Meet and Greet event for the current and elected Trustees to meet and connect. Event will probably be at the end of April.

3) Please RSVP for the banquet. Nominations for the ASI Awards close this Friday at 5pm.

**c. Director, Titan Recreation**

Fehr reported the following on behalf of Tapper:

1) The school wide survey has about 60 questions. The SRC survey had 138 responses in first 24 hours and the TSU survey had 240 responses in first 24 hours.

Allen exited the meeting at 1:56pm

**NEW BUSINESS**

**a. Discussion:  
Shuffleboard**

Kurtz stated that the PowerPoint presentation was created by Kirsten Stava. For those that do not know, the idea of a shuffleboard in the Titan Bowl and Billiards area was brought up a couple of years ago but it was never finalized. It is a standup game where you slide wooden discs across the board on top of sand and the goal is to get it on the section of the board marked 1, 2 or 3. See PowerPoint for images. Different stain options are available to match our current color scheme. In regards to options and pricing, there are two different sizes, the 12ft for \$2,600 and the 16ft for \$8,000 to \$9,000, including delivery and assembly. There is also an option to custom logo the wood. Both quotes don't include the cover and the price for that is \$500. Kurtz also referred to the PowerPoint presentation for the breakdown of price per person for usage.

Naz asked how they came up with the pricing breakdown and stated the price for shuffleboard was the same price as the billiards which was \$4.75 per hour for students. Jeff responded that they want to keep prices consistent with other games. In addition, when setting prices, they also use the cost recovery model. Evans stated he had looked at shuffleboard prices at other schools: CSULB \$5 for students, Cal Lutheran free for students, Oregon State \$2 for students and Montana State \$4.80 for students. Evans stated the pricing suggested doesn't seem expensive compared to others.

Duncan stated he doesn't think an extra \$6,000 for the 16ft is worth it and stated he preferred the 12ft based on price. Evans stated he saw online that the 16ft was popular but that the 22ft was regulation. He asked if we had space for the 16ft one. Kurtz stated yes, there is room but it is also a lot more expensive to get the 16ft versus the 12ft. Evans stated he would research the sizes that other universities have. Barillas asked if we have we gotten requests for shuffleboard from students to spend more money on the 16ft and if not to just do the 12ft. Nikopour stated he doesn't see a huge demand for shuffleboard and suggested adding a question about shuffleboard on the survey and see if they want it. Ansari asked if there was any data on what games the students use most at TBB. Fehr stated there was and it could be shared. Martin stated he would suggest trying to avoid putting the ASI logo because it changes all the time. He suggested recognizing ASI in text with maybe the Fullerton F logo.

Evans asked if there was any way for students to reserve the pool tables. Fehr stated that student clubs can reserve for an activity but individuals can't. It is hard to hold individuals accountable to show up for a free service and it is easier to have people walk up and request use. Evans suggested having reservations for individuals and giving a 5 minute window to show up. Fehr stated they could do it but creating a reservation program for individuals would be a waste of resources/staff time.

Duncan stated he really wanted the committee members to provide their opinion on this. Naz stated she never played it so she really doesn't have an opinion on size but if there is space and students want it then she agrees. Torres stated he has played before and agreed on the 12ft size because the 16ft might be intimidating. Kurtz stated that based on price he would go with 12ft. Nikopour stated people probably wouldn't know there are bigger sizes so he agrees with the 12ft as well. Evans stated he looked online and there is an option for a 14 ft. Fehr stated there is a 12ft shuffleboard that they have pricing for and it is down the street. If we look at other sizes, we have to get bids and we would have to do more research and probably a longer delivery time. Evans stated he would like to see quotes from more vendors and sizes.

Kurtz stated that it seems like the consensus was towards the 12ft shuffleboard and he would draft a proposal.

#### **ANNOUNCEMENTS/MEMBERS' PRIVILEGES**

Naz shared that she contacted the CSUF VP of IT to see if they could provide wireless computer mice for students to check out at the TSU. He has provided wired mice for us to checkout to students from the TSU Information and Services desk. Naz is also interested in having headphones for checkout, so she has reached out to a few companies and is waiting to hear back. Naz stated that she will also be contacting the CSUF VP of IT to see if he can provide bigger laptops for checkout.

Torres shared that the Esports club always get free electronics so maybe reaching out to them would be a good idea.

Ansari shared that Spring Concert tickets are now on sale. Artists have been confirmed and artist reveal will be soon. Also, ASI student leader banquet is coming up and remember that nominations are due this Friday at 5pm.

Kurtz stated that Friday morning he would be leaving to Indianapolis for the ACUI national conference and he would return Tuesday.

#### **ADJOURNMENT**

The meeting adjourned at 2:18 p.m.



Douglas Kurtz, Chair



Deisy S. Hernandez, Recording Secretary