



**MEETING MINUTES**

**August 29, 2018**

**CALL TO ORDER**

Riley Duncan, TSC Board of Trustees Chair, called the meeting to order at 1:33 p.m.

Duncan provided a welcome to the Board of Trustees. He reminded the student leaders that they are elected by the student body, and to remember that when voting to keep the best interests of the students in mind.

**ROLL CALL**

Members Present: Aguilar, Barillas, Borjas, Budisantoso, Duncan, Evans, Gil, Greco, Harris, Kienzler, Kurtz, Naeem, Nikopour, Thai, Torres, Vanderhook

Members Absent: RSA Designee

Officers Present: Allen, Collins, Fehr, Martin, Petersen, 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.]

**EXCUSALS**

Duncan asked if there were any excused absences or early dismissals. Scialdone reported that he will need to leave the meeting at 2:30pm for the Pollack Library Grand Opening ceremony.

**APPROVAL OF AGENDA**

(Torres-m/Borjas-s) The agenda was approved as presented by unanimous consent.

**APPROVAL OF MINUTES**

(Thai-m/Kurtz-s) The minutes from the 6/1/2018 special meeting of the Board of Trustees was approved as presented by unanimous consent.

**PUBLIC SPEAKERS**

None

**TIME CERTAIN**

Tony Lynch, ASC Director of Campus Dining provided an update on the campus dining services in the TSU. The report is an attachment to the minutes.

Hibachi-San – project was completed and the service opened last Monday. Lynch shared that activity and feedback has been great.

Pieology – will be located next to Hibachi-San. They have received approval to proceed and the project kick-off will begin soon. It will take approximately 12 weeks from start to

completion. Lynch shared that they are using the same construction project team from the Hibachi-San project.

Roscoe's Deli – Lynch provided an overview of some of the past issues with the project relating to the scale and project costs. They have reimagined the project and use of space and the project is moving forward. The expected opening is early Spring 2019.

Evans asked what is being done to market the new food concepts. Lynch invited Newman, ASC Marketing to provide clarification. Newman shared that they are not marketing projects that are not yet open. For Hibachi-San they are using email and social media marketing tools. The response has been positive and they are seeing social media activity. Pieology will follow the Hibachi-San marketing strategy.

Kurtz asked about Pieology's expected opening date. Lynch stated it will take approximately three months for the process to buildout. Goal is to open as soon as possible.

Kurtz asked for clarification regarding Roscoe's pending approval with the State. Lynch clarified that they need a full set of blueprints/drawings first. Once reviewed they will submit to campus for review and approval. Then the approved documents will then be sent to Sacramento for approval. Kurtz asked for clarification regarding the liquor license process. Lynch confirmed ASC has the license pending approval, once the space is opened. Kurtz asked what would happen if the license expires. Lynch shared the project must be completed by end of calendar year. If the license expires they would need to reapply. Duncan asked if there is a timeline for approvals. Lynch said no timeline is set until drawings are completed. Typically takes 12 weeks from start to finish. Duncan asked how long for the completion of the drawings. Lynch shared that they are in process and it usually takes two months to complete.

Duncan asked if there is a plan "B" if Roscoe's does not go through. Lynch shared that the only real concern with the project would be would be the liquor license. Kurtz asked if the liquor license is a make or break for the Roscoe's project. Lynch shared Roscoe's is willing to work with CSUF/ASC. They know the intention is there to move forward with the project and they are open to working with the timeline.

Borjas asked how many more students are employed based on the addition of Roscoe's, Pieology and Hibachi-San. Lynch stated that in the food court concepts, they have the ability to share labor in some areas (food prep, cleaning, etc.). With Hibachi-San an additional 25 employees, Pieology approximately 30, and with Roscoe's, he imagines a similar number. Ultimately, ASC will have approximately 360 student employees. The goal is to hire students and also to offer supervisory roles when possible.

Borjas asked if there had been any discussion about reallocation of student space when construction is in process. Lynch shared that they are working closely with Fehrn, UCC/Operations, to address any concerns regarding construction in any student spaces/food court. He gave an example of how they handled issues when construction was in process above the TBB bowling area during the summer. He shared their efforts to work alternate hours as much as possible, and to ensure all areas were cleaned up, with minimal disruption to operations. Additionally, they are working with contractors who are familiar with campus projects.

## REPORTS

### a. Chair

Duncan welcomed the student leaders and provided a PowerPoint presentation which is an attachment to the minutes.

Duncan also asked that the BOT remain after adjournment for a brief survey, and he reminded the Trustees that they would be taking a tour of the TSC facilities. He reminded the Trustees about All Day ASI and shared that it is like the open house for ASI. He reminded the BOT to refer to the recent email sent for sign-ups. He asked all leaders to sign up for at least 2 hours during the day.

- b. Vice Chair for Facilities** Evans welcomed everyone to the fall semester. He shared excitement for the upcoming committee projects and shared he is looking forward to working with pro staff. Evans provided an update regarding a meeting with ESC today. Next week during the Committee meeting they will be going over procedures and goals for the committee. Looking forward to the year.
- c. Vice Chair for Operations** Kurtz shared the first meeting of the Committee is next week and they will be reviewing responsibilities and goals. He shared that he is in the process of meeting with each member of the committee and choosing the liaison. There are a few projects pending, and the Committee will be planning projects for the semester/year.
- d. Associate Executive Director** Allen welcomed all students and staff/representatives. She shared that she wanted to provide a recap of some of the work that occurred during the summer, which was approved by last year's BOT.

Highlights:

- Wayfinding – on track to complete the wayfinding and signage in the TSC.
- Atrium painting – students voted to remove the maroon paint throughout the TSU, and the process has been completed and looks very nice and uniform.
- Exterior and Interior paint – thanks to UCC/Operations and Building Engineering for their efforts to collaborate and organize the work.
- Wall Texture – This was one of the tougher projects. Each meeting room in the TSU Conference Center area had textured walls which would limit the ability to utilize Post-it type sheets on the wall. The walls were scraped and redone and it looks and works great.
- New carpet was installed in meeting rooms and hallways.
- Enhanced lighting and paint in the food court area.
- Hibachi-San now open!
- Elevator surround added – painted, replaced and cleaned up the areas around the main elevator.
- Irvine Center – One of the centers is the mini-TSU and Recreation services at Irvine. Over the summer the lounge furniture was replaced.

- a. ASI Board of Directors Chair** Torres yielded.
- b. ASI President's Rep.** Borjas shared highlights from the ASI Executive Officer's report which is an attachment to the minutes. He encouraged students to stay focused on their goals and to keep the reasons they were elected to their positions at the forefront of their decision making process.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS****Action: 2018-2019 TSC Board and Committee Meeting Schedule**

**BOT 0 18/19 (Gil -m/Kurtz-s)** A motion was made, seconded and approved by unanimous consent to approve the 2018-2019 TSC Board and Committee Meeting Schedule.

**ANNOUNCEMENTS/MEMBERS' PRIVILEGES**

Kienzler reported that Discoverfest will be going on next week on 9/5 and 9/6. The times have changed to accommodate Convocation on 9/6 and on that day Discoverfest will be held from 10:00am until 1:00pm.

Justin Gerboc welcomed the students and shared that he is representing the Alumni Association for this BOT meeting. In the future, Justine Budisantoso will be the designated representative. He further shared that a student representative appointed through the ASI President's office will serve on the Alumni board. Gerboc provided a few announcements:

- Thursday night at the Fullerton Market in downtown Fullerton will be CSUF night. There will be Alumni and campus reps at the event. He encouraged students to attend and to wear their Titan gear. Prizes and giveaways will be available.
- CSUF hat night at the Angel's game is coming on 9/28. Tickets are available through Info & Services downstairs in the TSU.
- Grad BBQ event, will be in fall this year instead of spring. The goal is to kick off the year for graduating students.
- Concert under stars event will be Saturday, 9/29, and it is a free event to the community/public to hangout on the lawn. The event is a showcase of students and alumni from College of Arts.

Allen asked about the Dinner with 12 Titans. Gerboc shared an overview and indicated more information would be provided soon.

Torres shared that he is serving on the Strategic Planning committee for the university. He will be gathering information/feedback from students in regards to the proposed plan for next five years. The planning committee's first meeting is on Friday. Watch for more info coming soon.

Naeem asked if BOT/BOD would be tabling at Discoverfest. Borjas confirmed that ASI has tables reserved for leaders. Should receive an email with more details soon. Kienzler shared that ASI as a total of 9 tables and Wiley is coordinating the ASI efforts.

Evans shared that Environmental Sustainability will be having a beach clean-up event.

Duncan spoke to Vanderhook's earlier question regarding the timing of ASC's next presentation to the BOT. He shared that the next presentation has not been schedule as of yet, but ASC would be invited to come again in the future.

Tapper shared that Titan Recreation has a new app for member access to the center. The process requires a one-time registration/log-in. Members can then scan the barcode on their smart phone and they are good to go from that point forward. He asked all to spread the word.

Thai asked if there are accommodations for students who don't have smart phone. Tapper shared that they can check-in at front desk.

Martin shared ASI's first Podcast promotion is available on sound cloud, and is being distributed widely in other platforms soon. The first episode is nice and digestible. Josh Borjas is a good first guest, and CCO, Kaetlyn Hernandez, is a good host. He shared that one of the BOT could potentially be asked to be a guest in the near future.

Martin also shared that the Fall ASI calendars are hot off the press. He provided a copy for each Trustee.

He also shared that questions regarding the ASI Scholarships or the Podcast should be directed to the ASI website. There are banners on the front page with links to resources for more information.

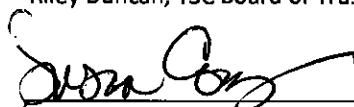
Allen reiterated to Leaders to share with student employees and other associates, the number of ASI scholarships available. Students can apply online through ASI's website. Scholarships go live on Monday, and they provide economic relief to students who need it.

#### ADJOURNMENT

Duncan adjourned the meeting at 2:34 p.m.



Riley Duncan, TSC Board of Trustees Chair



Susan Collins, Recording Secretary



CSU Fullerton Auxiliary Services Corporation

Tony Lynch, Division Director

# HIBACHI-SAN

- State Fire Marshal approval on 4/27/18
- General Contractor notified –kick-off meeting coordinated and took place on 5/1/18
- Hazardous Materials Testing 5/2/18—passed 100%
- Construction started on Hibachi-San 5/8/2018
- Project completed and Health Permit issued 8/13/2018
- Soft Opening scheduled 8/20/2018

# HIBACHI-SAN – Opening Aug. 27th







# PIEOLOGY

- Menemsha Solutions - General Contractor
- Hazardous Materials Testing completed 5/2/18
- Received State Fire Marshal Comments 8/14/18
- Submitting CD set back to State Fire Marshal week of 8/20/2018
- Construction / Kick-Off start date immediately following SFM approval

# PIEOLOGY





# ROSCOE'S

- Working with TSU to take over space September 2018
- Hired Architect Steve Eide Design to develop full CD sets
- Working with TSU Chief Building Engineer and Architect
- Décor Sourced
- Opening Spring 2019



QUESTIONS?

# Titan Student Centers Board of Trustees



# Overview

- Titan Student Centers includes the TSU, SRC and Irvine Lounge and Fitness Center.
- BOT's role is to advocate for students, to find the best ways to use the facilities and to manage the TSC fees responsibly.

# Committees

## Facilities

- Chris Evans (Vice Chair)
- Autumn Vanderhook
- Claudio Gil
- Aaron Aguilar

## Operations

- Douglas Kurtz (Vice Chair)
- Wendy Barillas
- Nima Nikopour
- Ali Naeem
- Kimberly Thai

# Liaisons (per bylaws)

## Marketing

- The Marketing Liaison shall work with the ASI Chief Communications Officer and Associate Director of Marketing and Communication.
- 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.
- The Marketing Liaison shall serve as the Titan Student Centers voice on all areas concerning marketing efforts

## Programs

- 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.
- 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.
- The Programing Liaison shall serve as the Titan Student Centers contact on all areas concerning programing efforts.



# Goals

- Environmental sustainability
- Community and campus community engagement
- Construction completion
- Assessment of facilities
- Education for Students and awareness of programs and resources

# Board Room Etiquette

- Parliamentary procedure – when you wish to speak, you must be recognized by chair.
- Turn on your mic when called on. Turn off your mic when done speaking.
- Laptop use during the meeting is okay, however, pay attention and be respectful to speakers.
- Bylaw attendance allows for two (2) absences per year.  
Plan accordingly

# TSU Summer Updates

Keya Allen

Associate Executive Director

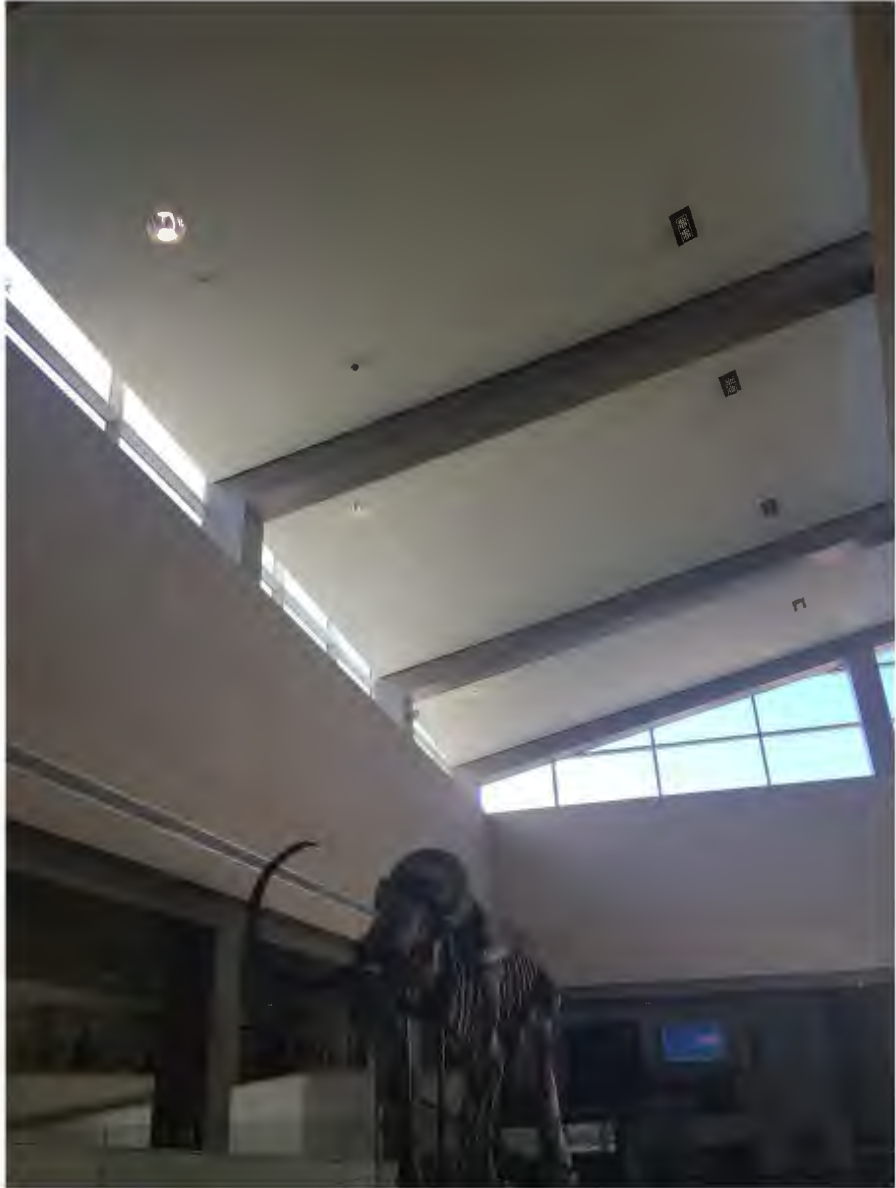
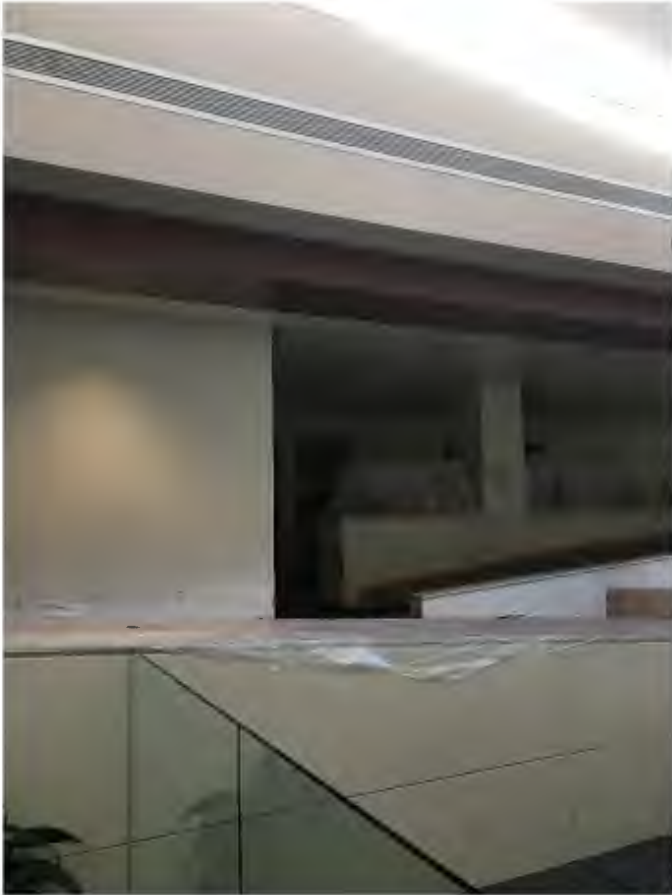


# Doors & Wayfinding

Continue to negotiate with contractors on prices and materials. On track to finish by January.



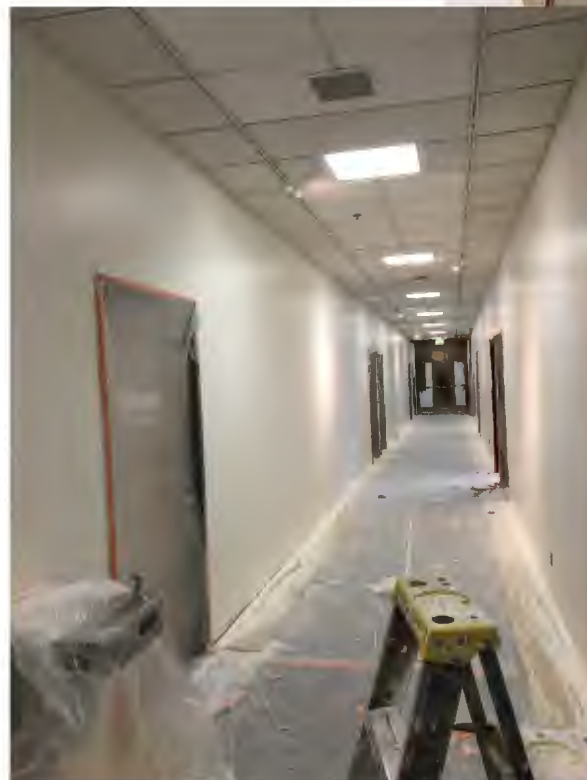
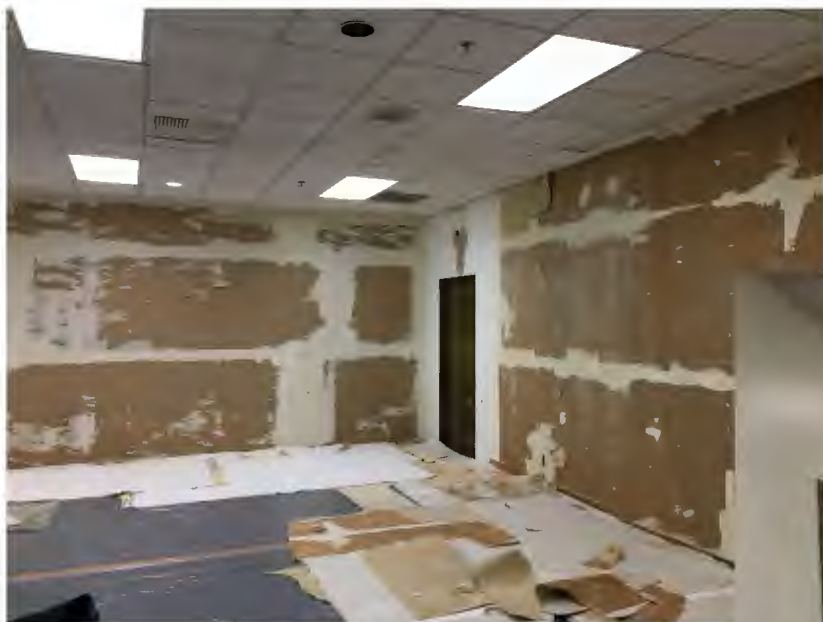
# Atrium Paint



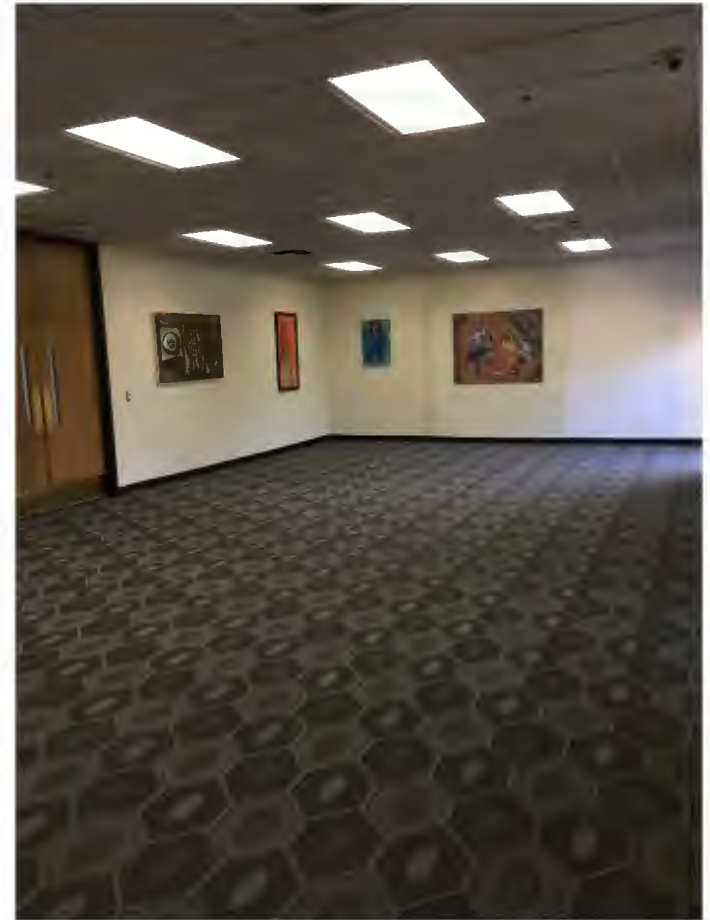
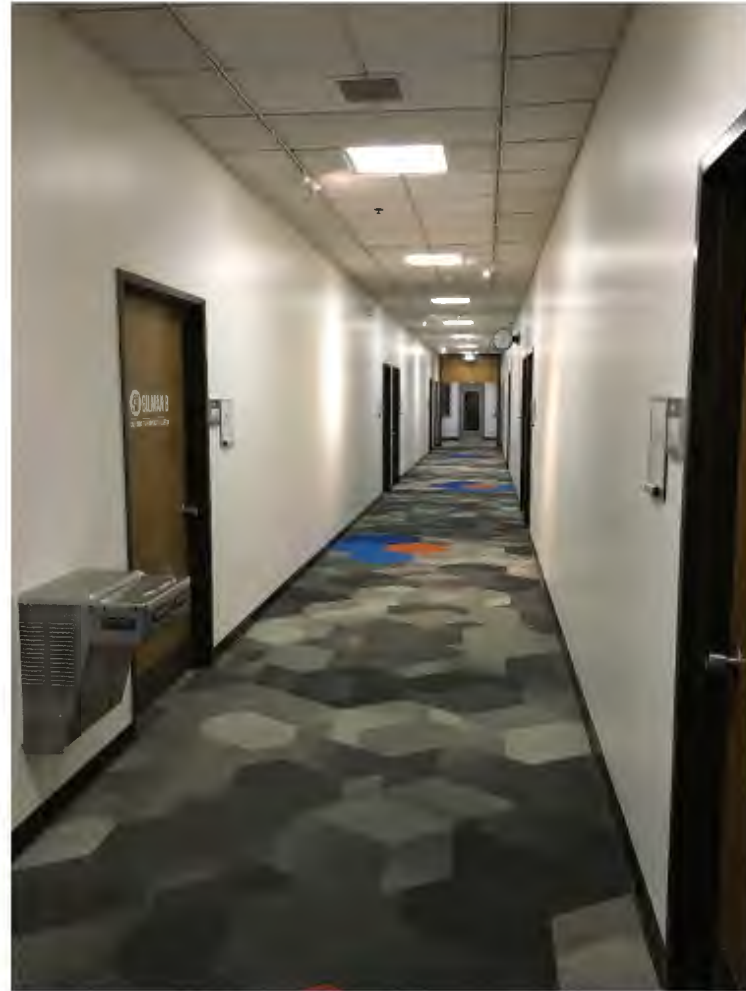
# Exterior/Interior Paint - Maroon



# Wall Texture

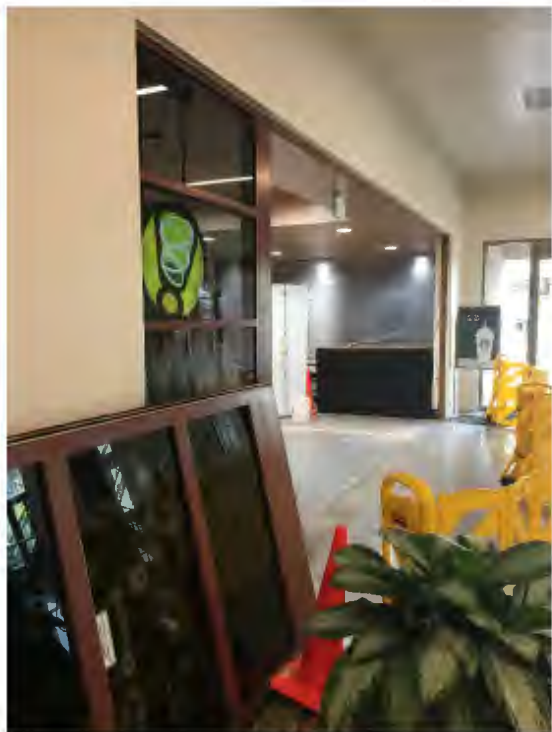


# Carpet





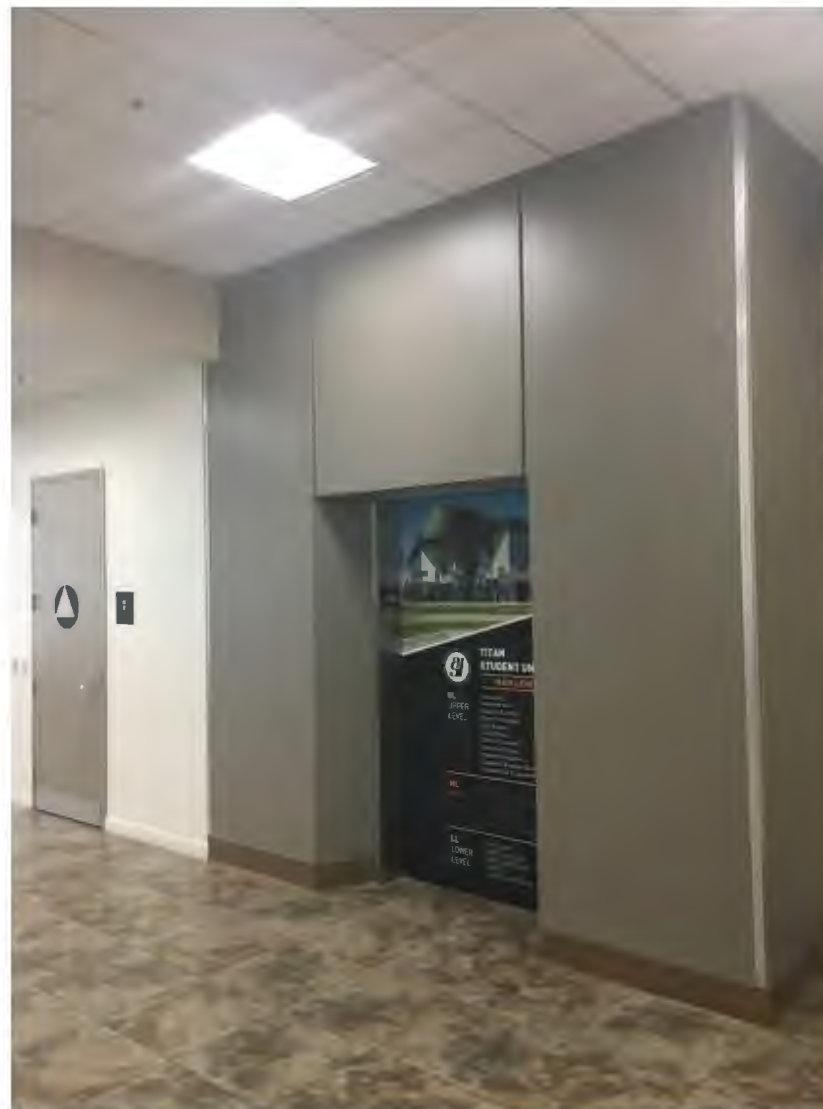
# Food Court Paint, Lighting & Access



# Hibachi-San



# Elevator Surround – Main Level



# Irvine Campus – Lounge Furniture





# TSC BOARD OF TRUSTEES

CALIFORNIA STATE UNIVERSITY, FULLERTON™

## Meetings for 2018-19

All TSC Board of Trustee Meetings are held in the TSU Board Room and are open to the public.

### TSC Board of Trustees - Wednesdays, 1:30pm - 3:30pm

<b>FALL 2018</b>	August 29, 2018	<b>SPRING 2019</b>	January 30, 2019
	September 12 - <i>*All Day ASI</i>		February 13, 2019
	September 26, 2018		February 27, 2019
	October 10, 2018		March 13, 2019
	October 24, 2018		March 27, 2019
	November 7, 2018		April 17, 2019
	November 28, 2018		May 1, 2019
	December 12, 2018		

**ACUI Reg 1 2018 - Nov 16-18**

**NIRSA 2019 - Feb 16-19**

*\*All Day ASI - Student Leader Programming*

**ACUI National 2019 - Mar 24-28**

### TSC Operations Committee - Wednesdays, 1:30pm - 3:00pm

<b>FALL 2018</b>	September 5, 2018	<b>SPRING 2019</b>	January 23, 2019
	September 19, 2018		February 6, 2019
	October 3, 2018		February 20, 2019
	October 17, 2018		March 6, 2019
	October 31, 2018		March 20, 2019
	November 14, 2018		April 10, 2019
	December 5, 2018		April 24, 2019

### TSC Facilities Committee - Wednesdays, 3:00pm - 4:30pm

<b>FALL 2018</b>	September 5, 2018	<b>SPRING 2019</b>	January 23, 2019
	September 19, 2018		February 6, 2019
	October 3, 2018		February 20, 2019
	October 17, 2018		March 6, 2019
	October 31, 2018		March 20, 2019
	November 14, 2018		April 10, 2019
	December 5, 2018		April 24, 2019

**Fall Recess 11/20 - 11/23 (No Meetings)**

**Spring Recess 4/1 - 4/5 (No Meetings)**