



**MEETING MINUTES
September 26, 2018**

- CALL TO ORDER** Riley Duncan, TSC Board of Trustees Chair, called the meeting to order at 1:33 p.m.
- ROLL CALL**
- Members Present: Aguilar, Barillas, Borjas, Duncan, Evans, Gil, Greco, Harris, Kienzler, Kurtz, Naeem, Nikopour, Thai, Torres, Vanderhook
- Members Absent: Budisantoso
- Officers Present: Allen, Collins, Fehr, Martin, Tapper
- Officers absent: Petersen (E), Scialdone (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 asked if there were any excused absences or early dismissals and he reported that Petersen is out due to attendance at a conference, and Scialdone is out due to illness. Absences were excused by unanimous consent.
- APPROVAL OF AGENDA** (Vanderhook-m/Aguilar-s) The agenda was approved as presented by unanimous consent.
- APPROVAL OF MINUTES** (Gil-m/Naeem-s) The minutes from the 8/29/2018 meeting of the Board of Trustees were approved as presented by unanimous consent.
- PUBLIC SPEAKERS** None
- TIME CERTAIN** None
- REPORTS**
- a. **Chair** Duncan welcomed the BOT and asked the trustees to take notes to be mindful of the information to be shared during the meeting. He shared that he is looking to do an outing sometime in October, possibly the 13th or 20th. Asked for the BOT for their availability and to share their calendars through outlook with him to setup one on ones. Duncan reported that he is working on BOT apparel and asked for suggestions. Additionally, promo items will be developed for the BOT, and he will be working with Autumn Vanderhook on these items.
- Duncan reported that the ASI Ambassador program has started and orientation was last week. If interested in participating as a trustee, reach out to Kaetlyn Hernandez, CCO, or Duncan for more info. Finally, planning to work with Drew Wiley to schedule a time to meet with the BOT in the next few weeks to review the process of proposals from start to finish.

Snacks have been purchased. Happy birthday to Keya Allen.

- b. Vice Chair for Facilities** Evans shared Autumn Vanderhook was selected as the Marketing Liaison. He also shared that his office hours are Thursdays from 1:30pm to 2:30pm. Last week at Committee discussed environmental sustainability efforts and the we will be looking into solar panels. Additionally, working with Aaron Tapper to implement an IM championship display in the SRC to recognize the IM athletes. Vanderhook is working on BOT handbills to share around campus. Club office space applications are now open and the application process ends October 19th. Good luck with mid-terms.
- c. Vice Chair for Operations** Kurtz shared last week at committee, he selected Wendy Barillas to serve as the Programs Liaison. He shared that his Office hours will be Thursdays 2:45 to 3:45pm. The Committee is working on programs to consider for this year. On Tuesday, October 23rd from 2:00pm to 3:30pm there will be a program on How Credit Affects Your Life, in collaboration with Schools First FCU. The topics will include the basics of a credit score and the advantages of having good credit at a young age. The event will be held in the Grand Stair Studio.
- d. Associate Executive Director** Allen thanked all for the birthday wishes.
- She provided an update on the following:
- Working on plans for construction/repairs and finishing touches on projects around the building.
 - Pieology construction is continuing, demo has been completed.
 - Concert Under the Stars event on Saturday; CSUF at the Angel's game on Friday. She encouraged Trustees to participate in these events. Additionally, Josh Borjas will be speaking at the Concert event.
- a. ASI Board of Directors Chair** Torres reported the following updates from Tuesday's BOD meeting:
- Filled the vacant position for the College of Business and Economics, Joshua Ochoa Guerrero has been appointed. Now have a full board.
 - Children's Center Chair was elected and Shayna La Scala will serve in this role.
 - Attending Academic Senate meetings.
 - Action items coming up for the next meeting, the ASI Articles of Incorporation will be an action item at Thursday's Governance Committee. Working on reformatting and restating. More updates to come.
- b. ASI President's Rep.** Borjas provided a written report, which is an attachment to the minutes.
- He asked the BOT to think about what information they would like to receive from the Exec Officers and program areas as part of his regular report.
- Updates:
- ASI Ambassadors Program – shadowing program for interested students wanting to know more about leadership roles. Reach out if you want to participate.
 - University President's Search – Borjas was selected by the Chancellor to be the student representative for the campus. The Search Committee process will begin in November and the final announcement will be made in March. Please share any input regarding characteristics or areas of consideration that you would like Borjas to bring to the search process for the incoming university President.
- UNFINISHED BUSINESS** None
- NEW BUSINESS**
- Discussion: Committee Projects and Proposals** Duncan reviewed projects recently completed and opened the floor to discussion regarding items to consider in the future.

From Marketing:

Completed Projects	Future Projects
Installed 9 LCD TVs in TSU	Implement TSU table topper ad program
Installed 2 LCD TVs in SRC	Replace Tuffy Lawn banners
Redesigned TSU directional signage	Replace exterior Pavilion banners
Redesigned TSU office door placards	Revise vinyl logos on new TSU glass doors
Installed vinyl logos on TSU doors	
Installed TSU elevator door vinyl signage	
Replaced North Dock TSU Directory sign	
Redesigned SRC office door placards	
Updated Titan Walk banners	
Approved TSU table topper ad program	

Recently completed projects in the TSU:

- Wall retexture and paint on west side, main level
- New carpet on west side, main level hallways and meeting rooms
- Beanbag and laptop desktop checkout program added to charger and laptop checkout program at Info Desk
- New boiler for TSU/SRC installed at south loading dock
- Painted Food Court
- Painted TBB
- New lighting at ATM area

Upcoming:

- Digital wayfinding – new touchscreen TVs at 6 locations in the TSU with wayfinding and information
- Digital room cards to meeting rooms
- New doors on west side
- TVs in Grand Stair
- Wireless printing kiosks in SRC and TSU
- Pieology
- Roscoe's Deli
- Food Court furniture adjustment
- TVs and computers installed in meeting rooms
- New Schools First ATM

Duncan asked for feedback from Trustees regarding what they would like to see completed this year.

- Gil – shared a recent issue at the SRC relating to a person in wheel chair needing access to the pool deck area, but had an issue opening the door. Need to consider ADA door access.
- Thai – SRC mentioned the blank space on the walls. Bring more athletic representation, faces from sports teams, school spirit.
- Evans – Asked for a copy of the list. Asked for an update on the wireless printing in the TSU. Duncan yielded to Allen.

Allen shared an overview of the process evaluation by the former BOT Programs and Services committee. Allen and Fehr recently met with the company and Campus IT, and campus has given the green light to move forward with the project. Fehr is researching wiring issues. Allen yielded to Fehr for further information. Fehr shared waiting for the university to wire the specific locations, and also IT to install the back of house swipe card access to use Titan Card to print from kiosk. Charges

for the service will be directly applied to the Titan Card balance. Allen shared that the current BOT would work on a marketing plan for Martin and the team to develop. BOT would receive credit for implementation.

Vanderhook asked for the price per page. Allen yielded to Fehr. Fehr shared the B/W copies will be 10c per page which is comparable to campus print costs. Color is different and would cost more than in the library. The company makes money on the printing, since the Kiosk is provided at no cost to ASI.

Evans asked what would happen if a student has no money on their card, but they started the print process at the kiosk. Fehr shared students can load funds online to their card. Can add funds through the Kiosk as well.

Kurtz asked if the Titan Card debit process would work just like other locations. Fehr provided a brief overview of the process.

- Naeem asked about the Ambassador program and who is eligible to participate. Borjas shared that any leader can serve as an Ambassador. The program is purely a shadowing program to give students an opportunity to experience the leader's day to day events.
- Naeem suggested adding lighting on the trellis outside of the TSU (where used to have vines/growing plants).
- Thai shared the bulletin board outside of the TSU has a light that flickers, and it can be a bit spooky at night.
- Kienzler asked the BOT to look into how office spaces are allocated to clubs and student orgs. One option to consider is requiring a certain number of activities/events, and they would get priority or some way to recognize active orgs.
- Torres asked about designating a space to celebrate organizations who have received some sort of award or recognition for their work, possibly in the pub area.
- Borjas attended CSSA in Chico State shared had flags displaying various countries. Possibly consider a similar space to promote the various student organizations.
- Vanderhook, consider a monthly promo for clubs and orgs in the TSU.

Duncan thanked all for their comments. He also reminded the Trustees that promo items for Trustees are for tabling events, to distribute to attendees. Share any ideas for giveaways and apparel (jackets/t-shirts etc.).

ANNOUNCEMENTS/MEMBER S' PRIVILEGES

Borjas asked Trustees to stop by the Exec Office and connect. Would love to have more interaction with Trustees.

Kienzler shared that the Discoverfest assessment is online and urged students to share feedback. Emerging Leaders program will be held 10/12 and 10/26. This is a good program for anyone going through the Ambassador program and/or for upcoming leaders. Registration is available through Titan Link.

Barillas shared information about a tailgate event tomorrow on Tuffy lawn from 6:00pm-7:00pm. She reminded that it is one month in for the school year, and encouraged students to reach out if they need help with any programs.

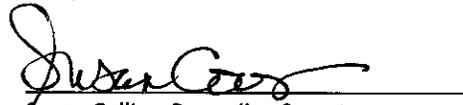
Evans thanked the Trustees for their volunteer efforts during All Day ASI.

ADJOURNMENT

Duncan adjourned the meeting at 2:14 p.m.



Riley Duncan, TSC Board of Trustees Chair



Susan Collins, Recording Secretary

Associated Students Incorporated, Academic Senate Report:

Hello Fellow Titans,

I hope you all are doing well!

Briefly before I go into what my team of 35 students have been up to in the past few weeks, I wanted to update you all in my thoughts. As I do my day-to-day duties, it shocks me to know about the impact I have. I will be the student representative for the University President's Search committee by the Chancellor's office, and I will be a part of our delegation to the GI2015 Summit in San Diego. It truly is an honor to be a part of conversations such as these and to be in the tail end of the strategic plan as well as the master plan for the campus. In a few years, everyone will know the passion and the momentum that we have at our campus. Every day I wake up to be a proud titan, and I hope you all do too! Please don't forget about CSUF Angels Night this Friday, and the Concert Under the Stars!

External Relations:

- Early stages of forming our Policy Agenda for our Advocacy work.
- A lot of programming surrounding and leading up to the Ballot Bowl (We are in first place!)
- October 15th for the Voter Registration Drive! Campus effort to get students to register, or change their address to our district
- Attended the Cal State Student Association in Chico. Touched upon long terms goals to engage campuses in advocacy through competition
- S.E.A.R.S., is launching a survey for 4 year higher education students. All 23 campuses are projected to participate. The first of its kind in about 10 years

Campus Relations:

- Starting up IRA with our chair Vickie, and selecting students for the committee
- Goal to have academic senate committee student's seats filled by mid-October, if you all know any students who are really passionate please share!

- Environmental sustainability efforts is looking into assessing our union and buildings and what are some ways we can improve ourselves
- Touching base with Daily Titans, and our “new OC Register” person
- Executive team met with the Chief of Police, Chief Aguirre
- Developing a “know your ASI” campaign to present student at student org. meetings
- Met with a student group for E-Gaming, looking into making a center for higher end computing for academics and recreation

Programing:

- Our Volunteer base of ASI, Street Team, has received higher engagement than in years past. Looking into how we are functioning in the larger scheme
- Formalized our Ambassador Program, which allows shadowing to the elected student government leaders! About 60 students to signup
- Developing our first ever handbook

Communications and Community Engagement:

- Our first campus clean up this past Friday! Trail blazing new ways to interact with the campus and the surrounding community
- Meet with the Fullerton Mayor, planning to meet with the city manager
- Fullerton community clean up finalizing in early November
- Planning our first ever town hall in early November
- Our Podcast Fully Informed is absolutely fantastic! Give it a listen!

As always, if you all have any questions, Please feel free to reach out! My email is “aspresident@fullerton.edu” I’d be happy to help!

GO TITANS!