

**MEETING MINUTES**  
**February 13, 2019**

<b>CALL TO ORDER</b>	Riley Duncan, TSC Board of Trustees Chair, called the meeting to order at 1:33 p.m.
<b>ROLL CALL</b>	<p><u>Members Present:</u> Aguilar, Aldazabal, Barillas, Budisantoso, Duncan, Evans, Gil, Greco, Harris, Kienzler, Kurtz, Nikopour, Vanderhook, Wilks</p> <p><u>Members Absent:</u> Torres (E)</p> <p><u>Officers Present:</u> Allen, Collins, Fehr, Petersen, Scialdone, Tapper</p> <p><u>Officers absent:</u> Martin (E)</p> <p>*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.]</p> <p>**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.]</p>
<b>EXCUSALS</b>	(Aguilar-m/ Kurtz-s) Absences were excused by unanimous consent. Duncan shared Martin is out due to personal reasons. Torres out due to illness.
<b>APPROVAL OF AGENDA</b>	(Kurtz-m/ Aguilar-s) The agenda was approved as presented by unanimous consent.  Duncan reminded the Board that there will be a special meeting at 2:15pm to appoint the recommended applicants to the two vacant student trustee positions.
<b>APPROVAL OF MINUTES</b>	(Nikopour-m/ Gil-s) The minutes from the 01/30/2019 meeting of the Board of Trustees were approved as presented by unanimous consent.
<b>PUBLIC SPEAKERS</b>	None
<b>TIME CERTAIN</b>	None
<b>REPORTS</b>	
a. Chair	Duncan reported <ul style="list-style-type: none"><li>• Two applicants will be coming forward during the special meeting at 2:15pm to fill the vacant Student Trustee positions. If the regular meeting ends early, there will be a brief recess before the special meeting at 2:15pm.</li><li>• Roscoe's working on updates.</li><li>• TSU Renovation project – A meeting was held with campus partners and a design firm for the upstairs renovation. Initial kick-off meeting will be held next week. They talked about what is needed and who is involved. It has been a good start, and they're making progress. Excited to move forward.</li></ul>

- b. Vice Chair for Facilities** Evans shared from the Facilities Committee
- Next week's Facilities Comm meeting cancelled for the Hibachi San/Pieology Ribbon Cutting Ceremony.
  - Proposal coming today regarding adding letters to the SRC.
  - Attending an event in Boston this weekend.
- c. Vice Chair for Operations** Kurtz shared from the Operations Committee
- Programming survey assessment – working on the layout of the survey. Testing and doing first assessment of process. Move into discussion at next meeting.
  - Started budget evaluation process. At next week's meeting will review the current year and the last two years budgets.
  - Outdoor Recreation program that was approved last year – the first nature hike sold out, big success with students.
  - Info services desk selling Angels vs. Yankees tickets for \$37
- d. Associate Executive Director** Allen provided the following updates
- ASI Elections Candidate filing is open, closes on the 25<sup>th</sup>. Write in candidates open until March 11<sup>th</sup>.
  - Campus-Wide survey through Skyfactor, working with Campus Assessment. Application development is in process. In a couple of weeks they should have names to survey. Campus assessment has offered to review questions and will provide suggestions for improvement.
  - Ribbon cutting 20<sup>th</sup> at 2:00 p.m.
  - BOD meeting, looking at changing GPA from 2.5 to 2.25, did not pass. GPA will remain at 2.5. Opened larger discussion about challenges being on BOD, student needs. Looking to improve support for students at the start of their service.
  - New doors in the meeting rooms downstairs – looks amazing and gives transparency
- a. ASI Board of Directors Chair** No report
- b. ASI President's Rep.** Ansari reviewed the following from the Executive Officers:
- Meeting with President Virjee & Dr. Eanes, encouraged students to forward any questions or concerns.
  - Scholarships due in less than 1 month. Asked student leaders to spread the word.
  - Tuffy's Basic Needs Center 1 year anniversary event from 12:00 p.m. to 2:00 p.m. They are in need of donations, professional shirts, and ties.
- UNFINISHED BUSINESS** None
- NEW BUSINESS**
- Action: Student Recreation Center (SRC) Letters** **BOT 008 18/19** (Facilities) A motion was brought to the Board of Trustees from the Facilities Committee to approve a proposal to install letters on the Student Recreation Center.
- Duncan yielded to Vanderhook and Tapper to review the proposal and discussion from the Facilities Committee.
- Vanderhook reviewed a presentation which is an attachment to the minutes. The proposal requests approval to fund the purchase and installation of the letters, to not exceed \$5,000.
- Duncan opened the floor to questions.

Duncan asked for the total price for the actual letters. Vanderhook shared it was \$3,500.

Greco asked for the need or purpose of the signage. Vanderhook shared it is branding, recognition and improve the visual look of the center.

Greco asked where the contingency funds are held and stated the line item does not appear on the budget. Duncan shared the funds are under TSC BOT Chair's budget to use for small items.

Kienzler shared there is a need for wayfinding for the SRC space. Often students get confused with the Kinesiology center.

Duncan opened the floor to discussion.

Tapper shared campus has taken the letter concept with the hanging Titan Student Union signage and will be bringing the style onto other areas of campus.

Greco asked if this was planned for the budget last year. Tapper shared students brought this concept forward this year.

Evans shared this is something that the committee members have been working on for a couple of months. They are hoping to attract more students, and it is a good concept for the cost and exposure.

Nikopour asked if there will be special lighting when it is dark. Tapper shared that they looked at back lighting. They will be looking to add lights off of the ground or from the roof and ASI Building Engineering will take care of the lighting. Greco asked if lighting will keep the project within budget. Tapper confirmed, the request includes the lighting.

Duncan asked if there were any objections to moving into a roll call vote. There were no objections.

**BOT 008 18/19 (Facilities) MSC: 13-0-0** The motion passed.

Roll Call Votes	Start 008	008		
		YES	NO	Abstain
Student Trustee	Aguilar	1		
ASI President Designee	Ansari	1		
Student Trustee	Barillas	1		
Alumni Rep.	Budisantoso	1		
TSCBOT Chair	Duncan	1		
Vice Chair Facilities	Evans	1		
Student Trustee	Gil	1		
Faculty Rep.	Greco	1		
Univ. President's Rep.	Kienzler	1		
Vice Chair Operations	Kurtz	1		
Student Trustee	Nikopour	1		
ASI Board Chair	Torres	absent		
Student Trustee	Vanderhook	1		

RSA	<i>Wilkes</i>	1		
Student Trustee	<i>Vacant</i>			
Student Trustee	<i>Vacant</i>			
		YES	NO	Abstain
		13	0	0

**ANNOUNCEMENTS/MEMBERS'  
PRIVILEGES**

None

**ADJOURNMENT**

Duncan adjourned the meeting at 1:55 p.m.



Riley Duncan, TSC Board of Trustees Chair



Susan Collins, Recording Secretary



# TSC BOARD OF TRUSTEES

CALIFORNIA STATE UNIVERSITY, FULLERTON™

Proposal to place “Student Recreation Center” in black acrylic letters with additional lighting on the east side of the SRC.

**PRESENTED TO:** Titan Student Centers Board of Trustees

**MEETING DATE:** February 13, 2019

**PRESENTED BY:** Autumn Vanderhook, Trustee  
Aaron Tapper, Director, Titan Recreation

## **BACKGROUND**

The east side of the Student Recreation Center facility has plain large glass windows with no branding relating to the building. With the addition of letters on the blank wall there will be a more appealing visual image for students and visitors who walk past the facility.

## **PROPOSAL**

To use BOT Contingency Funds (1900-8097) to install “Student Recreation Center” in 17.3” black acrylic letters onto the east side of the Student Recreation Center. The font will complement the letters currently installed on the south east corner of the Titan Student Union. Newly installed spotlights from the ground-level planter will highlight the letters for evening campus visitors.

## **RATIONALE**

This proposal is necessary to create more recognition of the Student Recreation Center. When people see a physical name they could potentially be more inclined to learn about the facility and programs in which it provides. By placing the acrylic letters on the east side of the building it will make it easier for those on campus to see the name. While, also make the building more visually appealing. It will be more aesthetic in the sense that the lighting and letters would separate the glass making the building more appealing to the person’s eye.

## **IMPACT**

The SRC Letters will increase the awareness of the facility that ASI provides for the students. The awareness will be due to seeing the name and associating it with the building itself. It will also create a more aesthetically pleasing view for students walking or driving past the building. The increase in lighting would also draw people’s attention to the name of the building potentially enticing them to enter the facility.

## **BUDGET IMPACT**

The total cost of the project will not exceed \$5,000 and the funds would be coming from BOT Contingency (1900-8097). This would include the manufacturing and installation of the letters onto the building and purchase and installation of lighting in the planter.

## **IMPLEMENTATION TIMELINE**

The project will take approximately 6 weeks to carry out. This would include the manufacturing, the scheduling, and the installation of the letters onto the building.



STUDENT RECREATION CENTER