Minutes

Titan Student Centers Board of Trustees

Wed November 6th, 2019
1:30pm - 3:30pm PST
Titan Student Union Board Room

I. Call to Order
Douglas Kurtz, TSCBOT Chair called the meeting to order at 1:30 p.m.

II. Roll Call
Members Present: Aguilar, Baker, Budisantoso, Carlsen, Evans, Flowers, Greco, Kalra, Kurtz, Nikopour, Shabak, Sharma

Members Absent: Rix, Sadat

Liaisons Present: Collins, Fehrn, Masoud, Scialdone

Liaisons 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: None

III. Approval of Agenda
(Evans -m/Aguilar -s) The agenda was approved by unanimous consent.

IV. Approval of Minutes

a. 10/23/2019 TSCBOT Meeting Minutes
(Carlsen-m/Shabak-s) The October 23, 2019 TSC Board of Trustees meeting minutes were approved by unanimous consent.

V. Public Speakers
VI. Time Certain
a. **1:45 p.m. Lionel Lawrence, Director of Financial Services**
   Lionel Lawrence, Director of Financial Services reviewed the Titan Student Centers first quarter financial report. The report is an attachment to the minutes.

VII. Reports
a. **Chair**
   Douglas Kurtz, Chair, provided a written report which is an attachment to the minutes.

b. **Vice Chair for Facilities**
   No Report.

c. **Vice Chair for Operations**
   Prashant Sharma, Operations Committee Chair, provided a written report. The report is an attachment to the minutes,

d. **ASI Associate Executive Director**
   No Report.

e. **ASI Board of Directors Chair**
   Lorren Baker, ASI Board Chair provided an update report from the Board of Directors. Focus on well being, Food Pantry Reso approved at Governance. Coming to BOD next week.

f. **ASI President’s Designee**
   Mansi Kalra, ASI Vice President provided an update report from the Executive Officers, Food Pantry, Pathways of Hope meeting coming this week. Met with IT from campus regarding intake system. Thanks for all who attended Student Leader Social event.

VIII. Unfinished Business
a. **NONE**

IX. New Business
a. **Discussion: ASI 2019-2024 Strategic Plan**
   Kurtz yielded to Dr. Scott Martin, Associate Director for Marketing and Design, and Kayleigh Bates, Special Projects Coordinator, to review the draft ASI Strategic Plan. The presentation and draft plan document is an attachment to the minutes.

   Kurtz asked the SP team to share the vision and proposed plan. He asked the Trustees to provide feedback on the draft plan. He yielded to Baker to provide an overview of the timeline for the plan through Governance to the full ASI Board. There were not comments.

b. **Action: TSU Student Organization Office Space Allocation - Spring 2020 (Facilities)**
   BOT 006 19/20 (Facilities) A motion was brought to the Board from the Facilities Committee to approve a proposal for the Spring 2020 TSU Student Organization Office Space Allocation.
Kurtz yielded to Asha Nettles, Director of Leader and Program Development to review the proposal, voting and selection process for the space allocation. The proposal and supporting documentation are an attachment to the minutes. Nettles reviewed the process and roster.

Kurtz opened the floor to questions. Budisantoso asked if there is a wait list process, especially for those orgs who were not selected for an office space. Nettles shared information on the wait list and stated an adjustment will be made to the wait list once the final proposal approval is provided from the Board. Budisantoso asked if a question was posed to the student orgs in regards to any available space through other resources, like their colleges. Kurtz shared that was not part of the question pool, and the Committee will take that into consideration before the next term.

Kurtz opened the floor to discussion. There was no discussion.

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

**Decision:** BOT 006 19/20 (Facilities) Roll Call Vote: 13-0-0 The proposal for the Spring 2020 TSU Student Organization Office Space Allocation was adopted.

c. **Action:** Titan Student Union Operating Hours 2020-2021 (Operations)

   BOT 007 19/20 (Operations) A motion was brought to the Board from the Operations Committee to approve a proposal for the 2020-2021 TSU Operating Hours.

   Kurtz yielded to Sharma to review the proposal, and the discussion from Operations. The proposal and supporting documentation are an attachment to the minutes. Sharma yielded to Fehrn to review the presentation on the proposal.

   Kurtz opened the floor to questions. There were no questions.

   Kurtz opened the floor to discussion. The Board moved into discussion.

   Evans asked if consideration was given to opening until 2:00 a.m. instead of 12:00 a.m. on Saturday before finals, since some finals occur on Saturday. Kurtz shared thoughts about the recommended adjustment to the proposed hours, and stated that it may be something to consider, opening earlier and closing later. Fehrn shared the strategy for recommending the adjustment to the hours is based on past customer counts. He provided historical counts and information to support the recommended hours. Budisantoso shared the Library is open 24 hours during that time to offset the availability of the TSU. Baker shared she also used the Library during overnight hours.

   Carlsen asked about the budget impact and shared that the numbers do not add up. Kurtz provided clarification on the calculation.

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

   **Decision:** BOT 007 19/20 (Operations) Roll Call Vote: 13-0-0 The proposal for the 2020-2021 TSU Operating Hours was adopted.

d. **Action:** Titan Student Union Room Rental Fees and Titan Student Centers Staffing Fees (Operations)
BOT 008 19/20 (Operations) A motion was brought to the Board from the Operations Committee to approve a proposal for the Titan Student Union Room Rental Fees and Titan Student Centers Staffing Fees.

Kurtz yielded to Sharma to review the proposal, and the discussion from Operations. The proposal and supporting documentation are an attachment to the minutes. Sharma yielded to Fehrn to review the presentation on the proposal.

Kurtz opened the floor to questions.

Fehrn answered questions from the Board of Trustees in regards to the room rental fees and staffing fees. Kurtz noted that time was running short for the meeting.

Greco motioned to table the Proposal for the Titan Student Union Room Rental Fees and Titan Student Centers Staffing Fees until the next Board of Trustees meeting. Kurtz seconded. There was no discussion. Roll Call 13-0-0 the motion to table was adopted.

X. Announcements/Member's Privilege
   o Budisantoso shared that Homecoming will be Saturday, November 16th and she encouraged students to attend and participate.

XI. Adjournment
   Douglas Kurtz, TSC Board of Trustees Chair, adjourned the meeting at 3:25 p.m.

Douglas Kurtz, TSC Board of Trustees Chair

Susan Collins, Recording Secretary
Roll Call 2019-2020

**11/06/2019 TSCBOT MEETING**

### Attendance

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Present</th>
<th>Absent</th>
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</thead>
<tbody>
<tr>
<td>Student Trustee</td>
<td>Aguilar</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Student Trustee</td>
<td>Carlsen</td>
<td></td>
<td>1</td>
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<td>Student Trustee</td>
<td>Evans</td>
<td></td>
<td>1</td>
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<tr>
<td>Student Trustee</td>
<td>Nikopour</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>VC Facilities</td>
<td>Rix</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Student Trustee</td>
<td>Sadat</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>Student Trustee</td>
<td>Scialdone</td>
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<tr>
<td>Student Trustee</td>
<td>Wiley</td>
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<td>1</td>
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<tr>
<td>VC Operations</td>
<td>Sharma</td>
<td></td>
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<tr>
<td>Alumnus Asso. Rep.</td>
<td>Budisantoso</td>
<td></td>
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<tr>
<td>Academic Senate Rep.</td>
<td>Greco</td>
<td></td>
<td>1</td>
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<tr>
<td>Chair</td>
<td>Kurtz</td>
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<tr>
<td><strong>Total</strong></td>
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### Roll Call Votes

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<td>Student Trustee</td>
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<td>VC Facilities</td>
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<td>VC Operations</td>
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<tr>
<td>Student Trustee</td>
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<tr>
<td>RSA Rep.</td>
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<td>ASI BOD Rep.</td>
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<tr>
<td>Alumni Asso. Rep.</td>
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<td>University President's Rep.</td>
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<tr>
<td>Chair</td>
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**Total Votes:**

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<th>No</th>
<th>Abstain</th>
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<tbody>
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</tbody>
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TSC Board of Trustees Meeting Minutes ~ 11/6/2019
<table>
<thead>
<tr>
<th>TITAN STUDENT CENTERS</th>
<th>ADMINISTRATION</th>
<th>BUILDING ENGINEERING</th>
<th>TITAN STUDENT UNION</th>
<th>TITAN RECREATION</th>
<th>BOARD OF TRUSTEES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
<td><strong>Variance</strong></td>
<td><strong>%</strong></td>
<td><strong>Budget</strong></td>
<td><strong>Actual</strong></td>
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<tr>
<td>Personnel Services, FT</td>
<td>373,490</td>
<td>53,001</td>
<td>14%</td>
<td>606,628</td>
<td>138,508</td>
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<td>Personnel Services, PT</td>
<td>23,091</td>
<td>5,877</td>
<td>25%</td>
<td>95,509</td>
<td>23,043</td>
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<tr>
<td>Professional Staff Benefits</td>
<td>109,670</td>
<td>14,704</td>
<td>13%</td>
<td>306,076</td>
<td>69,776</td>
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<td>Student Benefit</td>
<td>924</td>
<td>344</td>
<td>37%</td>
<td>3,775</td>
<td>2,077</td>
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<td>Student Leader Fin. Award</td>
<td>41,666</td>
<td>41,666</td>
<td>100%</td>
<td>41,666</td>
<td>41,666</td>
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<td>Supplies</td>
<td>19,198</td>
<td>3,285</td>
<td>17%</td>
<td>1,242</td>
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<td>Printing &amp; Advertising</td>
<td>6,476</td>
<td>537</td>
<td>8%</td>
<td>4,155</td>
<td>326</td>
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<td>Communications</td>
<td>16,876</td>
<td>1,074</td>
<td>6%</td>
<td>91,401</td>
<td>33,538</td>
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<tr>
<td>Professional Services</td>
<td>540</td>
<td>-</td>
<td>0%</td>
<td>15,802</td>
<td>11,471</td>
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<td>Merchandise for Resale</td>
<td>200</td>
<td>-</td>
<td>0%</td>
<td>200</td>
<td>-</td>
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<tr>
<td>Custodial Services</td>
<td>994,003</td>
<td>161,232</td>
<td>16%</td>
<td>4,900</td>
<td>-</td>
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<tr>
<td>Repairs &amp; Maintenance</td>
<td>3,900</td>
<td>441</td>
<td>11%</td>
<td>62,714</td>
<td>10,377</td>
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<tr>
<td>Depreciation Expenses</td>
<td>45,824</td>
<td>4,584</td>
<td>0%</td>
<td>47,318</td>
<td>6,086</td>
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<td>Live Scan</td>
<td>926</td>
<td>-</td>
<td>0%</td>
<td>4,400</td>
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<tr>
<td>Minor Construction</td>
<td>157,790</td>
<td>18,859</td>
<td>11%</td>
<td>-</td>
<td>-</td>
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<td>Leasehold Improvement</td>
<td>-</td>
<td>-</td>
<td>0%</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Contracts/Fees/Rentals</td>
<td>1,941,828</td>
<td>450,945</td>
<td>23%</td>
<td>247,882</td>
<td>57,636</td>
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<td>Travel</td>
<td>28,425</td>
<td>1,346</td>
<td>5%</td>
<td>3,656</td>
<td>47</td>
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<td>Vehicle Expense</td>
<td>2,106</td>
<td>577</td>
<td>12%</td>
<td>10,969</td>
<td>1,437</td>
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<td>Dues and Subscriptions</td>
<td>5,500</td>
<td>1,450</td>
<td>26%</td>
<td>5,800</td>
<td>-</td>
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<tr>
<td>Staff Development</td>
<td>5,900</td>
<td>-</td>
<td>0%</td>
<td>11,675</td>
<td>11,675</td>
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<tr>
<td>Insurance</td>
<td>88,000</td>
<td>-</td>
<td>0%</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Utilities</td>
<td>632,400</td>
<td>8,775</td>
<td>1%</td>
<td>33,560</td>
<td>3,672</td>
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<td>Credit Card Fees</td>
<td>-</td>
<td>-</td>
<td>0%</td>
<td>12,000</td>
<td>4,391</td>
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<td>Capital Equip/Improvements</td>
<td>238,096</td>
<td>238,096</td>
<td>0%</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Contingency</td>
<td>28,000</td>
<td>-</td>
<td>0%</td>
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<tr>
<td>Postage Expense</td>
<td>3,517</td>
<td>-</td>
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<tr>
<td>Software Subscription</td>
<td>48,489</td>
<td>27,232</td>
<td>56%</td>
<td>18,171</td>
<td>21,257</td>
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<tr>
<td>Prior Expenses</td>
<td>3,368,599</td>
<td>901,425</td>
<td>27%</td>
<td>2,621,241</td>
<td>493,929</td>
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<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td><strong>3,368,599</strong></td>
<td><strong>901,425</strong></td>
<td><strong>27%</strong></td>
<td><strong>2,621,241</strong></td>
<td><strong>493,929</strong></td>
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<tr>
<td>TITAN STUDENT CENTERS</td>
<td>ADMINISTRATION</td>
<td>BUILDING ENGINEERING</td>
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<td>TITAN RECREATION</td>
<td>BOARD OF TRUSTEES</td>
</tr>
<tr>
<td>-----------------------</td>
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<td>---------------------</td>
<td>-----------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Budget Actual Variance % Budget Actual Variance % Budget Actual Variance % Budget Actual Variance % Budget Actual Variance %</td>
<td>38,000</td>
<td>19,441</td>
<td>18,559</td>
<td>51%</td>
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<tr>
<td>Locker Income</td>
<td>19,441</td>
<td>18,559</td>
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<td>Dining Commissions</td>
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<td>Chargeback</td>
<td>165,500</td>
<td>13,214</td>
<td>152,286</td>
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<td>Merchandise Sales/See's gift</td>
<td>1,001</td>
<td>-</td>
<td>1,001</td>
<td>0%</td>
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<tr>
<td>Shop II (Yum)</td>
<td>19,800</td>
<td>6,600</td>
<td>13,200</td>
<td>33%</td>
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<tr>
<td>Class Bowling</td>
<td>8,400</td>
<td>5,145</td>
<td>3,255</td>
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<td>Shoe Rentals</td>
<td>10,500</td>
<td>2,647</td>
<td>7,853</td>
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<td>Foosball</td>
<td>242</td>
<td>83</td>
<td>159</td>
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<tr>
<td>Miscellaneous Revenue</td>
<td>1,869</td>
<td>431</td>
<td>1,438</td>
<td>23%</td>
<td>24,000</td>
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<tr>
<td>Room Rental</td>
<td>226,744</td>
<td>99,281</td>
<td>127,464</td>
<td>44%</td>
<td>23,256</td>
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<tr>
<td>Movie Ticket Income</td>
<td>2,488</td>
<td>439</td>
<td>2,049</td>
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<tr>
<td>Equipment Rental</td>
<td>800</td>
<td>-</td>
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<td>Personnel Services Income</td>
<td>43,020</td>
<td>11,883</td>
<td>31,138</td>
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<td>Amusement Ticket</td>
<td>25,000</td>
<td>3,143</td>
<td>21,857</td>
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<td>ATM Amazon Locker Income</td>
<td>53,200</td>
<td>15,841</td>
<td>37,359</td>
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<td>Interest Income</td>
<td>35,000</td>
<td>-</td>
<td>35,000</td>
<td>0%</td>
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<tr>
<td>Sports Ticket Income</td>
<td>800</td>
<td>-</td>
<td>800</td>
<td>0%</td>
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<tr>
<td>Registration Fees</td>
<td>2,254</td>
<td>491</td>
<td>1,763</td>
<td>22%</td>
<td>492,435</td>
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<tr>
<td>Table Tennis</td>
<td>21,574</td>
<td>4,214</td>
<td>17,360</td>
<td>20%</td>
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<tr>
<td>Goods</td>
<td>75</td>
<td>-</td>
<td>75</td>
<td>0%</td>
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<td>Ticket Stock Revenue</td>
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<td>-</td>
<td>320</td>
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<td>Gaming Center</td>
<td>3,059</td>
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<td>2,677</td>
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<td>Electronic Games</td>
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<td>412</td>
<td>3,088</td>
<td>12%</td>
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<td>Rock Wall Classes</td>
<td>3,000</td>
<td>-</td>
<td>3,000</td>
<td>0%</td>
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<td>Games Special Events</td>
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<td>18,745</td>
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<tr>
<td>Open Bowling</td>
<td>11,431</td>
<td>3,052</td>
<td>8,379</td>
<td>27%</td>
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<tr>
<td>TOTAL INCOME</td>
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<td>51,946</td>
<td>398,554</td>
<td>12%</td>
<td>209,112</td>
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REPORT:

• The vacant position application has been posted and is public
  o On Tuesday we will begin to schedule interviews with applicants
  o We will then bring a candidate to the board by Dec 6th given the
    process goes smoothly and we find one that we think is suitable
• Winter retreat is January 8th and 9th, Asha sent out a reminder about it today
  o Please mark it on your calendar, the team and I are currently
    planning it
• SRC trip
  o Aaron and I are looking into taking a trip to another school to see
    other Rec centers as we being to look at expanding ours. I will let
    you know when the details are finalized.
• ACUI
  o We are attending ACUI next weekend. I am excited to learn more
    about Student Unions and see how we can improve ours here at
    CSUF
REPORT:

• In the last Operations Committee meeting, two proposals were approved.

• The first proposal considered the following –
  o Opening the TSU from 10:00 a.m. – 10:00 p.m. on Saturday and Sunday before the first Monday of the semester (i.e. twice a year)
  o Extending the operating hours until midnight on Friday and Saturday before finals week (each semester)
  o Opening up at 7 a.m. on Sunday morning for the All-Night Study Week

• The second proposal suggested an increase in the chargeback amount for the TSU managers, setup crew, attendants, information & services ticket sellers, lifeguards and instructors working for the University Conference Center, Titan Recreation Center and Titan Bowl & Billiards. While keeping in mind the increase in minimum wage, as well as no hike in the room rental fee for the TSU since January 2017.

• We have requested for some handbills depicting the services and programs offered in both the centers that we will hand out soon via tabling or other forms.
ASI Strategic Plan
Timeline

Process of the Strategic Plan

Spring 2019 ASI Board of Directors passed a resolution outlining the process of the creation of the Strategic Plan.

Outlined for Spring 2019 Working Group

ASI to assess the state of the organization and conduct an analysis to develop areas for focus or themes for the following Board of Directors to utilize in the development of ASI’s strategic initiatives.

Spring 2019 Work Group

Completed a SWOT Analysis, surveyed the campus community, created focus areas and values.
Timeline

Resolution Approving Focus Areas and Values

Spring 2019, ASI Board of Directors passed a resolution approving the Strategic Plan Focus Areas and Values.

Outlined for Fall 2019 Working Group

In Fall 2019, ASI, based on those areas on focus and themes, the working group developed the organizations’ strategic initiatives, goals, and strategies to accomplish the strategic plan.
Focus Groups

Held focus groups for student leaders and student employees.
- Discussion with professional staff at an All-Staff monthly meetings.

September 27 - October 18

Created objectives and strategies for each goal based on feedback from Spring 2019 Working Group, focus group, and input from members and their constituents.

PRESENT

Review and edit the draft of the Strategic Plan.
- Governance Committee (November 21)
- Board of Directors (December 3)
ASI Values

**SERVANT LEADERSHIP**

ASI cultivates a culture based on transformational student development and a focus on the growth and well-being of all California State University, Fullerton students.

**DIVERSITY, EQUITY, AND INCLUSION**

ASI is committed to cultivating rich diversity and increasing culturally proficient and equity-minded students and staff by identifying barriers that inhibit student success and supporting efforts to remove them.

**BUILD AND DEVELOP STUDENT LEADERS AND EMPLOYEES**

ASI recognizes the value of investing in the development of its student leaders and employees and provides opportunities that facilitate and enhance this professional growth.

**EMBRACE AND PURSUE INNOVATION**

ASI recognizes the value of positive change and continually examines opportunities to implement innovative strategies and resources.
ASI VISION STATEMENT

ASI strives to improve, diversify, and expand our leadership and professional development opportunities, programs, and services to enhance student life and the Titan Experience.
Objectives:

- Refine and enhance models that continually expand cultural competencies in ASI programs and services.
- Develop and implement a model of comprehensive personal and professional development for student leaders and student employees.
- Develop an intentional and targeted recruitment strategy to ensure diverse student population involved in ASI.
- Implement and support models that enhance student leader’s academic success.
Enhance Student Leader and Student Employee Development and Success

Strategies:
1. Examine and assess current cultural competency practices and knowledge.
2. Empower students with tools for advocacy to voice their concerns.
3. Continue to refine programs that promote civic and democratic engagement, global learning, and social responsibility.
4. Develop and implement a mental health resources campaign in collaboration with campus partners.
5. Increase professional development opportunities for students.
6. Promote leadership opportunities to clubs and organizations through student involvement and engagement.
7. Administer academic assessments for student leaders twice per semester.
8. Develop and implement cross-campus collaborations with academic support centers for student leaders and student employees.
Objectives:

- Develop and implement a model that utilizes assessments and data-based evidence to implement organizational improvements.
- Create and maintain sound corporate practices that lead to long-term financial stability.
- Continue to improve transition and on-boarding models.
- Assess, adjust, and enhance the effectiveness of current internal communication to improve cohesion within the organization.
- Advance to current campus technology systems and tools and remain current with evolving technology demands.
Strategies:
1. Identify organizational areas for intentional growth and develop a plan to achieve improvement in these areas.
2. Create and implement department specific employee exit surveys in an effort to identify current strengths and opportunities for improvement.
3. Identify and provide professional development opportunities.
4. Establish and implement benchmarks to increase program and services outcomes.
5. Assess the effectiveness and impact of ASI programs based on data-driven and participant feedback.
6. Assess current internal communication channels to determine reach and effectiveness.
7. Research and implement a follower-based communication platform to increase organizational communication and buy-in.
8. Explore and implement organizational and educational technology.
Objectives:

- Strengthen ASI student leader and employee relationships.
- Enhance and provide opportunities for interactions, collaborations, and sharing information with the Titan community.
- Contribute to the model of the Titan Experience by refining ASI programs and services to increase student participation.
- Increase opportunities to support students through advocacy and partnerships.
- Develop campus partnerships to enhance ASI programs and services.
- Develop meaningful collaborations within the surrounding Fullerton area.
Strategies:
1. Develop and implement a student employee recognition program.
2. Refine and improve the professional employee recognition program.
3. Create and implement opportunities for student leaders and student employees to engage in discussions.
4. Create and implement professional development events for student leaders and professional employees to unite, network, and identify opportunities for collaboration.
5. Research and implement a shared calendar with events happening within ASI.
6. More effectively leverage technology and creative solutions to share pertinent and timely information and explore interpersonal communications.
7. Strategically identify opportunities for cross campus collaboration.
8. Continue to develop and enhance opportunities for campus and surrounding Fullerton area collaborations.
The Associated Students Inc., California State University, Fullerton (ASI) is the recognized student government at California State University, Fullerton, advocating student interests on-campus and in local, state and national forums. The ASI strives to develop relevant and quality-minded services, facilities, and experiences, which are responsive to members of the campus and surrounding communities.

The ASI fosters meaningful student development opportunities through leadership, volunteer, and employment experiences. In addition to out-of-classroom learning opportunities, the ASI provides campus community members with important social, cultural, and recreational opportunities as well as a wide range of programs and services. In recognition of its responsibility to enhance student life, the ASI encourages and supports the activities of all California State University, Fullerton recognized student organizations who activities stimulate individual and group participation within the university community.
SUGGESTED ASI MISSION STATEMENT

ASI serves, empowers, and engages California State University, Fullerton students.
Values

Servant Leadership: ASI cultivates a culture based on transformational student development and a focus on the growth and well-being of all California State University, Fullerton students.

Diversity, Equity, and Inclusion: ASI is committed to cultivating rich diversity and increasing culturally proficient and equity-minded students and staff by identifying barriers that inhibit student success and supporting efforts to remove them.

Build and Develop Student Leaders and Employees: ASI recognizes the value of investing in the development of its student leaders and employees and provides opportunities that facilitate and enhance this professional growth.

Embrace and Pursue Innovation: ASI recognizes the value of positive change and continually examines opportunities to implement innovative strategies and resources.

Vision Statement

ASI strives to improve, diversify, and expand our leadership and professional development opportunities, programs, and services to enhance student life and the Titan Experience.

Enhance Student Leader and Student Employee Development and Success

Objectives:
- Refine and enhance models that continually expand cultural competencies in ASI programs and services.
- Develop and implement a model of comprehensive personal and professional development for student leaders and student employees.
- Develop an intentional and targeted recruitment strategy to ensure diverse student population involved in ASI.
- Implement and support models that enhance student leader’s academic success.

Strategies:
1. Examine and assess current cultural competency practices and knowledge.
2. Empower students with tools for advocacy to voice their concerns.
3. Continue to refine programs that promote civic and democratic engagement, global learning, and social responsibility.
4. Develop and implement a mental health resources campaign in collaboration with campus partners.
5. Increase professional development opportunities for students.
6. Promote leadership opportunities to clubs and organizations through student involvement and engagement.
7. Administer academic assessments for student leaders twice per semester.
8. Develop and implement cross-campus collaborations with academic support centers for student leaders and student employees.
Advance Organizational Excellence

Objectives:
• Develop and implement a model that utilizes assessments and data-based evidence to implement organizational improvements.
• Create and maintain sound corporate practices that lead to long-term financial stability.
• Continue to improve transition and on-boarding models.
• Assess, adjust, and enhance the effectiveness of current internal communication to improve cohesion within the organization.
• Advance to current campus technology systems and tools and remain current with evolving technology demands.

Strategies:
1. Identify organizational areas for intentional growth and develop a plan to achieve improvement in these areas.
2. Create and implement department specific employee exit surveys in an effort to identify current strengths and opportunities for improvement.
3. Identify and provide professional development opportunities.
4. Establish and implement benchmarks to increase program and services outcomes.
5. Assess the effectiveness and impact of ASI programs based on data-driven and participant feedback.
6. Assess current internal communication channels to determine reach and effectiveness.
7. Research and implement a follower-based communication platform to increase organizational communication and buy-in.
8. Explore and implement organizational and educational technology.

Strengthening Community

Objectives:
• Strengthen ASI student leader and employee relationships.
• Enhance and provide opportunities for interactions, collaborations, and sharing information with the Titan community.
• Contribute to the model of the Titan Experience by refining ASI programs and services to increase student participation.
• Increase opportunities to support students through advocacy and partnerships.
• Develop campus partnerships to enhance ASI programs and services.
• Develop meaningful collaborations within the surrounding Fullerton area.

Strategies:
1. Develop and implement a student employee recognition program.
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3. Create and implement opportunities for student leaders and student employees to engage in discussions.
4. Create and implement professional development events for student leaders and professional employees to unite, network, and identify opportunities for collaboration.
5. Research and implement a shared calendar with events happening within ASI.
6. More effectively leverage technology and creative solutions to share pertinent and timely information and explore interpersonal communications.
7. Strategically identify opportunities for cross campus collaboration.
8. Continue to develop and enhance opportunities for campus and surrounding Fullerton area collaborations.
Mission Statement

ASI serves, empowers, and engages California State University, Fullerton students.

Examples:

- **Serves**
  - Student advocacy
    - On campus
    - Local, state, and federal level
  - Programming
  - Funding to students and student organizations
  - Camp Titan
  - Farmers’ Market
  - Mobile Food Pantry
  - Student leaders (shared governance)
  - Children’s Center
  - TSU
    - Accounting
    - College legal clinic
    - Info & Services
    - LPD
    - Marketing & Design
  - SRC
    - Drop-in fitness classes
    - F45
    - Intramural sports
    - Titan outdoors
  - TBB
  - UCC
  - Operations
  - BE
  - Office and locker space

- **Empowers**
  - Students and student leaders (their voice)
  - Student employees
  - Programming
    - Titan Pride
      - Productions, Street Team, TTF
      - AICA
    - Roundtables
    - Town Halls
    - Resolutions
  - Student scholarships
  - Research grants
  - Student personal and professional development
    - Trainings
    - Advising
    - Travel for conferences

- **Engages**
  - Internal ASI community
  - Students at CSU Fullerton
  - Campus community (faculty and staff)
  - Surrounding Fullerton community
  - CSU community
Proposal to allocate student organization office space in the Titan Student Union for Spring 2020 Semester

PRESENTED TO:   Titan Student Centers Board of Trustees Facilities Committee

MEETING DATE:   Wednesday, November 6, 2019

PRESENTED BY:   Raechel Rix, Vice Chair of the TSCBOT Facilities Committee
                Asha Nettles, Director of ASI Leader and Program Development

BACKGROUND
The Titan Student Union offers a club office space program within the facility for recognized CSUF student clubs and organizations that includes office spaces and storage lockers. Office spaces are allocated by the TSCBOT each semester.

PROPOSAL
Allocate available club office spaces in the Titan Student Union to the recognized student organizations listed on the attached allocation roster for the Spring 2020 Semester.

RATIONALE
Based on the applications for office space submitted, the student organizations listed on the attached roster were assessed to have the best presented applications and plans for using the office space during the Spring Semester.

IMPACT
By offering space to recognized student organizations, the Titan Student Union continues to present opportunities for these organizations to engage with members and prospective members to accomplish club goals. As these spaces are already allocated for student organizations there will be no additional impact.

BUDGET IMPACT
There is no budget impact associated with the proposal.

IMPLEMENTATION TIMELINE
Student organizations allocated space will be contacted prior to the end of Fall Semester 2019 and will move into their offices the week before Spring Semester 2020.
### Proposed Roster for Club Space Allocation—Spring 2020

<table>
<thead>
<tr>
<th>Code</th>
<th>Rank</th>
<th>Club Name</th>
<th>Sponsorship</th>
</tr>
</thead>
<tbody>
<tr>
<td>256</td>
<td>2</td>
<td>Public Relations Student Society of America</td>
<td>Entertainment &amp; Tourism Club</td>
</tr>
<tr>
<td>257</td>
<td>2</td>
<td>Criminal Justice Students' Association</td>
<td>Psychology Department Student Association</td>
</tr>
<tr>
<td>261</td>
<td>2</td>
<td>Accounting Society</td>
<td>Felllowearthling.Co</td>
</tr>
<tr>
<td>263</td>
<td>2</td>
<td>Active Minds</td>
<td>Nursing Student Association</td>
</tr>
<tr>
<td>265</td>
<td>5</td>
<td>Circle K International</td>
<td>AdClub</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sociology Club: Alpha Kappa Delta</td>
<td>Eta Sigma Gamma Professional Health Education Honorary</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Interfraternity Council</td>
<td></td>
</tr>
<tr>
<td>C1</td>
<td>1</td>
<td>National Student Speech Language Hearing Association</td>
<td></td>
</tr>
<tr>
<td>C2</td>
<td>1</td>
<td>American Marketing Association</td>
<td></td>
</tr>
</tbody>
</table>

**Waiting List:**

Remaining apps, rank order by score

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*This table outlines the proposed roster for club space allocation in Spring 2020, listing clubs by rank, along with their respective sponsors.*
Proposal to set 2020-2021 Operating Hours for the Titan Student Union

PRESENTED TO:   Titan Student Centers Board of Trustees

MEETING DATE:   Wednesday, November 6, 2019

PRESENTED BY:   Prashant Sharma, Vice Chair of the TSCBOT Operations Committee
Jeff Fehrn, Associate Director, Titan Student Union

BACKGROUND
The Titan Student Centers Board of Trustees is required to complete an annual review of the operating hours of the Titan Student Centers - the Titan Student Union, Student Recreation Center, and Irvine Fitness Center. Data regarding student usage rates of the Titan Student Union have been collected and compiled which provides evidence for adjustment or maintenance of the operating hours for the Titan Student Union.

PROPOSAL
In consideration of the needs of Titan Student Union staff, tenants, student employees, and data collected on student and guest use of the Titan Student Union, make the following adjustments to the current operating hours in the Titan Student Union for 2020-2021:

**Titan Student Union**
Semester Hours
Operate TSU from 10:00 a.m. to 10:00 p.m. on the Saturday and Sunday before the first Monday classes, Fall and Spring semesters.

All-Night Study
Extend Operating Hours to stay open until midnight on the Friday and Saturday before Finals each semester. Extending the operating hours on Sunday from 7 a.m. throughout the night for All-Night Study before Final Exams each semester.

RATIONALE
Titan Student Union plans to operate from 10:00 a.m. to 10:00 p.m. on the Saturday and Sunday before the first Monday of each semester. The basis of this change is that a lot of newly enrolled students move in and around campus before the designated date. Thus, a lot of students, as well as their families, can be found exploring the facilities and the centers. Moreover, since the TSU frequently hosts events in parts of the building and requires public access, opening it up entirely would provide more access to the community.

Titan Student Union currently operates throughout day and night during Final Exams. However, the plan is to extend the operating hours from Friday and Saturday before the final's week by two hours, i.e., 7 a.m. to midnight Friday and 10 a.m. to midnight on Saturday and beginning All-Night Study hours at 7 a.m. Sunday through Final Exams. Generally, the exams start on Monday and students will have access to a study area before their exams.
**IMPACT**
Operating the Titan Student Union from 10:00 a.m. to 10:00 p.m. on Saturdays and Sundays before the first Monday class instead of being closed would not just benefit the students but the TSU as well. This change would provide freshman and newcomers to campus an opportunity to look around, appreciate and explore the Student Union. Moreover, opening up the building would provide easier access for any events held in the facility. The word of mouth advertisement from the students would, in turn, help TSU garner more patrons throughout the academic year.

The Titan Student Union holds All-Night Study during the finals week. Extending the operating hours from Friday and Saturday by two hours and beginning All-Night Study hours at 7 a.m. Sunday before the exams would provide students with more room and opportunity to study in a calm and composed environment. Extending the Fridays and Saturdays by two hours before the exam week and initiating all night from Sunday before the exam would be especially beneficial to the students appearing for exams in the first two or three days of the week.

**BUDGET IMPACT**
Operating the Titan Student Union from 10:00 a.m. to 10:00 p.m. on the Saturday and Sunday before the semester commences would cost approximately $1,760.

The overall impact on the budget for adding two additional hours on Friday, Saturday and operating from 7a.m. beginning Sunday, twice per academic year would cost approximately $558.74. The total operating cost would be approximately $2,318.74.

**IMPLEMENTATION TIMELINE**
Operating Hours effective July 1, 2020 – June 30, 2021