



STUDENT UNION BOARD OF DIRECTORS

**Facilities & Programs Committee
Meeting Minutes**

April 21, 2020 at 4:00 pm

This was a telecommuting meeting by Zoom Video Conference

Voting Members Present: Antonio Bustamante, Branden Parent, Jeanne Trang, Emily Wughalter
Voting Members Absent: None
Non-Voting Members Present: Tamsen Burke, Jerry Darrell,
Guests Present: Amy Guerra-Smith

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- I. CALL TO ORDER**
Antonio Bustamante called the April 21, 2020 Facilities and Programs Committee Meeting to order at 4:02pm.
- II. ROLL CALL**
Antonio Bustamante asked Amy Guerra-Smith to do a roll call. Amy Guerra-Smith did a verbal roll call.
- III. APPROVAL OF APRIL 21, 2020 AGENDA**
Antonio Bustamante asked for any changes to the APRIL 21, 2020 FACILITIES AND PROGRAMS MEETING AGENDA. Seeing no changes, Mr. Bustamante asked for any objections to approve the agenda as presented. Seeing no objections, Mr. Bustamante noted that the **April 21, 2020 Facilities and Programs Committee Meeting Agenda was approved as presented by unanimous consensus.**
- IV. APPROVAL OF MARCH 17, 2020 MEETING MINUTES**
Antonio Bustamante asked for any changes to the MARCH 17, 2020 FACILITIES AND PROGRAMS MEETING MINUTES. Seeing no changes, Mr. Bustamante asked for any objections to approve the meeting minutes as presented. No objections, Mr. Bustamante noted that the **March 17, 2020 Facilities and Programs Committee Meeting Minutes were approved as presented by unanimous consensus.**
- V. AGENDA ITEMS**
- A. COVID19 Operation Decisions and Program Impact**
Tamsen Burke informed the Facilities and Programs Committee Members that the SRAC facility is currently closed but the Facilities and Maintenance team continues to work on various projects (1) Steam condensate repair by Hunt Construction; (2) Leak near the competitive pool mechanical and electric rooms. (3) Completion of the Mondo flooring replacement on the second level.
- The Event Center is closed and secured. The Student Union is operating the East wing, with the appropriate county guidelines and safety protocols. Ms. Burke noted that the tenants who wish to enter the Student Union must get prior approval for essential

business. In addition, every Student Union employee were emailed the Santa Clara County protocols and expectations that they are to adhere to the protocols while in the facility.

The Food Pantry and the Bookstore are open and operating on identified days, AS General Services is operating on Thursdays; and College of Professional and Global Education (formerly CIES) has requested access to operate in their space.

Ms. Burke noted that COVID19 is significantly impacting the Student Union's operations and budget with a potential of \$1million or more loss in revenue as a result of the Student Union, Event Center and SRAC Center not operating for July, August, and September.

At this time, there is an assumption that the Event Center will not reopen until December but could potentially host athletic events without spectators.

Jerry Darrell noted that the Student Union Operational staff are discussing the various needs to provide a safe environment for when we can open and standardization of equipment.

B. Lane 15 Bowling Center Construction Update

Jerry Darrell updated on the construction is complete for the Lane 15 Bowling Center. Chartwells was in the process of hiring and training the required staff to operate the space. However, since the COVID19 pandemic, the progress is currently on hold until we can open the building and operate the space.

C. SJSU Host Professional Tennis Tournament in August 2020 Impact on SRAC

Tamsen Burke informed the Facilities and Programs Committee Members that she learned in a meeting with some Athletics representatives that the SRAC facility was noted as a possible training facility for the professional tennis tournament in August, assuming the University is able to host the tournament. Ms. Burke noted that she reached out to Marie Tuite, Director of Athletics for clarity. Marie Tuite confirmed Athletics will not be using SRAC Facility for the tennis tournament.

D. Custodial Services Bid RFP

The Student Union currently has 3 different custodial providers and Tamsen Burke is considering an RFP proposal which will compile with university procurement process for bids. Ms. Burke noted that the University will have an opportunity to bid on that package. Ms. Burke noted her concerns regarding the liabilities of union employees performing work functions in an auxiliary facility.

VI. MEETING ADJOURNMENT

Antonio Bustamante asked for any other business to discuss. Seeing no business to discuss, Mr. Bustamante asked for any objections to adjourn the meeting. Seeing no objections, Antonio Bustamante noted that the **April 21, 2020 Facilities and Programs Committee Meeting adjourned at 4:26pm by unanimous consensus.**