

STUDENT UNION, INC. BOARD OF DIRECTORS

Facilities & Programs Committee

Meeting Minutes

November 10, 2020 at 4:15 pm

This was a telecommute meeting by Zoom Video Conference.

This meeting was facilitated through an online Zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

Voting Members Present: Joshua Reyes, Zachary Birrer, Antonio Bustamante
Voting Members Absent: Emily Wughalter
Non-Voting Members Present: Tamsen Burke, Jerry Darrell, Ryan Fetzer, Terry Gregory, Kevin Kish, Kristine Kirkendall
Guests: Amy Guerra-Smith

I. CALL TO ORDER

Zachary Birrer called the November 10, 2020 Facilities and Programs Committee Meeting to order at 4:16 pm.

II. ROLL CALL

Zachary Birrer asked Amy Guerra-Smith to take roll call. Amy Guerra-Smith completed a verbal roll call.

III. APPROVAL OF NOVEMBER 10, 2020 AGENDA

Zachary Birrer asked for any changes needed to the NOVEMBER 10, 2020 FACILITIES & PROGRAMS COMMITTEE MEETING AGENDA. Tamsen Burke requested to separate action item 1 into two different action times as VI. 1. Approval of Proposal for the Scope of EC Weight Room Renovation and VI. 2. Approval of Proposal for the MOU for Athletics and Club Sports Use of South Campus Field.

Zachary Birrer motioned to approve the agenda as requested; Antonio Bustamante seconded.

Vote on the Motion: 3-0-0. Motion Passed.

IV. APPROVAL OF OCTOBER 13, 2020 MEETING MINUTES

Zachary Birrer asked for any changes to the OCTOBER 13, 2020 FACILITIES AND PROGRAMS COMMITTEE MEETING MINUTES. No changes were requested.

Zachary Birrer motioned to approve the meeting minutes as presented; Antonio Bustamante seconded the motion.

Vote on the Motion: 3-0-0. Motion Passed.

V. DISCUSSION ITEMS

1. Facilities

a. Update on Guidance of all facilities operations and compliances

b. Operational Growth

c. SRAC, Student Union

Tamsen Burke updated the Facilities and Programs Committee on the various compliance guidelines from the Santa Clara County Health Department and indicated what each of the facilities is currently doing to meet the various compliance guidelines. Currently the maximum capacity is 25% per square footage being used with an identified maximum number of people that can be in the space at the time.

d. Event Center – Athletics

SUI staff is currently working with Athletics to ensure safe experience of Athletic teams using the Event Center facility while also adhering to the various levels of guidelines.

e. MOU Recreation Field

In 2017 the Student Union entered into an agreement with the university to build a track and field with the focus on building a track to support the NCAA adding track as a sport with a field in the middle to support our club sports teams. This came with a contribution of \$3M from the SUI to the track and field and the MOU states that the SUI would not be the owner of the track/field but that the University would be and would be maintained by the FD&O and that the SUI would retain the scheduling rights. Tamsen Burke noted that she is in discussions with the primary individuals on the intention of the field and collaborate to create a framework for a new MOU to ensure that the SUI does not lose its position to schedule and control the field.

f. Space Utilization Study - Actions steps

Tamsen Burke reminded the Facilities and Programs Committee members that at the last Board Meeting she indicated the five overarching themes for Spartan Recreation based on that program review and the five priorities that the SUI needs to do pertaining to space utilization for the entire campus. Ms. Burke noted that the campus is not currently utilizing spaces however this is the perfect opportunity to dive deep into all of the athletic recreation spaces and how best to share those spaces moving forward based on the recommendations from the space utilization study. Tamsen Burke indicated that the SUI is currently working to bring the stakeholders together to discuss needs to come to an agreement.

2. Maintenance and IT

a. SU - Sprinkler Systems, Pulman; Reopening Theater, as needed

b. Event Center – Event Center Reopening Plan

Jerry Darrell, Director of IT and Facilities, presented to the Facilities and Programs Committee updates on the various maintenance and IT projects, offering the following highlights. The solar panels were connected on the 8th at the SRAC building. In the Student Union, US Bank is currently moving out and we are doing a punch walk with US Bank on the 19th.

We are working with Athletics to accommodate Athletics requirements regarding COVID. We are working on replacing the HVAC Controller in the Student Union and waiting to hear back from the vendor on when the parts will be available.

We are working to install the Athletics signage at the competition pool at SRAC. We have completed most of the repairs for the heat exchangers at the SRAC pools but one failed.

c. Project Approval of EC Renovation – Offices

Tamsen Burke indicated that the SUI discussed with the Finance Committee that the SUI would continue with the re-scoping of the Sport Club Refresh and is now EC Office renovation. In 2019 the Board approved \$1.8m dedicated to this project. Ms. Burke continued to explain that shortly after her arrival to SJSU, she along with the Board decided that there were higher priorities that needed to be addressed. Tamsen noted that at the end of FY 2020, it was brought to her attention that the \$1.8m returned to the University held student fees without SUI's knowledge. The SUI requested to have those funds be made available and that the project was being re-scoped. The offices will support the Club Sports and Event Center operations. Ms. Burke noted that the project will focus more on paint and carpeting.

d. Project Scope for Weight Room, Shared Space - Club Sports and Athletics

Tamsen Burke explained to the Committee that the SUI was approached by Athletics to enter into a shared space of the Event Center Weight Room for the Athletic teams and Club Sports teams. Ms. Burke noted that the SUI met with various stakeholders and Athletics to discuss the opportunity. Ms. Burke noted that the estimated cost is about \$700k to \$1M for this project. Tamsen indicated that she received notice that Athletics will not provide any financial support for the project but feels that this is a priority and that the SUI should move forward with and fund the project. Ms. Burke noted that the Student Union feels that the corporation should not move forward with this project as there are other more pressing priorities that need to be addressed. Ms. Burke also noted that the Committee should know that it is planned that Athletes would use the space from 6am to about 4pm and that Club Sports would use the space from about 4pm to 9pm. The Committee Members discussed the pros and cons of moving forward with the project.

e. Fire Alarm System Upgrade and BMS System Modifications

Tamsen Burke informed the Facilities and Programs Committee Members that if the SUI doesn't move forward on the renovations, that the fire alarm system upgrade is a requirement for that facility and a priority. We anticipate this project to be around \$700,000 to about \$1M. Ms. Burke noted that the BMS system, while we may not be able to get the full system in place, the remaining would be able to at least get that system up to a level that we can start and then be adding on as a part of an annual maintenance is to move that system to fully operating in the future.

3. Programs

a. EC – Athletics Preparations

Tamsen Burke informed the Facilities & Programs Committee that the SUI just received communication that Athletics would like to use the Event Center facility to host the Gymnastics team. Ms. Burke indicated that she is working with FD&O, Athletics, and the University about Athletics using the facility to ensure everyone's safety and Santa Clara County Guidelines are being followed.

b. SRAC 25% limited non-cardio (Ryan Fetzer, Director)

Ryan Fetzer indicated that the SRAC first floor weights area is open to 25% to students, faculty and staff for a \$45 monthly membership. 3 basketball courts are open as well we hope to have the bouldering wall open as well as some in person fitness classes offerings. SRAC continues to prepare for re-opening plans.

- c. **Assessments for all programs on student impact and engagement metrics**
Tamsen Burke noted that the SUI is working on assessments for all programs that will identify the impact and engagement in all our virtual programs to speak to all our services and supporting students with the fees.

VI. ACTION ITEMS

1. Approval of Proposal for the Scope of EC Weight Room Renovation

Zachary Birrer asked for any other discussion needed for this action item. Zachary Birrer asked for a motion to approve the proposal for the Scope of the Event Center Weight Room Renovation project.

Motioned by Zachary Birrer to approve the proposal for the scope of the Event Center Weight Room renovation; Antonio Bustamante seconded.

Vote on the Motion: 0-3-0. Motion Failed.

2. Approval of Proposal for the MOU for Athletics and Club Sports Use of South Campus Field

Zachary Birrer asked if there was any additional discussion for the Proposal for the MOU for Athletics and Club Sports Use of South Campus Field. Seeing no additional discussion needed, Mr. Birrer asked for a motion to approve the proposal of the MOU for the Athletics and Club Sports Use of South Campus Field.

Joshua Reyes motioned to approve the proposal of the MOU for the Athletics and Club Sports Use of South Campus Field; Zachary Birrer seconded the motion.

Vote on the Motion: 3-0-0. Motion Passed.

VII. MEETING ADJOURNMENT

Zachary Birrer asked for any other discussion or announcements. Seeing no other business to discuss, Mr. Birrer asked for a motion to adjourn the meeting at 5:03pm.

Antonio Bustamante motioned to adjourn the meeting at 5:03pm; Joshua Reyes seconded.

Vote on the Motion: 3-0-0. Motion Passed.