

**STUDENT UNION, INC. BOARD OF DIRECTORS
FACILITIES & PROGRAMS COMMITTEE**

**Meeting Minutes
March 1, 2022
4:00 PM**

This is a hybrid meeting.

**In-person: Student Union Inc. Building, Conference Room 6
Telecommute meeting by Zoom Video Conference.**

This meeting was facilitated in person and through an online Zoom format.

Voting Members Present: Traci Ferdolage (BOD Designee), James Figueroa, Aarushi Sharma, Soumya Trivedi
Voting Members Absent: None
Non-Voting Members Present: Tamsen Burke, Timothy Banks, Jerry Darrell, Ryan Fetzer

I. CALL TO ORDER

Director Sharma called the meeting to order at 4:05 p.m.

II. ROLL CALL

Director Sharma asked Kelly Goldsmith to take roll. Kelly Goldsmith completed a verbal roll call.

III. APPROVAL OF MARCH 1, 2022 AGENDA

Director Sharma asked for a motion to approve the agenda.

Ms. Ferdolage motioned to approve the agenda; Director Trivedi seconded the motion.

Vote on the Motion: 4-0-0 Motion Passed

IV. APPROVAL OF FEBRUARY 1, 2022 MEETING MINUTES

Director Sharma asked for a motion to approve the meeting minutes.

Director Figueroa motioned to approve the February 1, 2022 Facilities & Program meeting minutes as presented; Director Trivedi seconded the motion.

Vote on the Motion: 4-0-0 Motion Passed

V. DISCUSSION ITEMS

A. Update on SUBOD Approved \$1.8M Contribution to Event Center Fire Alarm and HVAC Systems (2020)

Ms. Ferdolage provided a brief update of the fire alarm replacement project. Anyone submitting a bid must be pre-qualified with the CSU. To be as competitive as possible, the deadline to submit a bid was extended to March 8, 2022, to allow more time for people to get pre-qualified. The awarded contractor will be responsible for preparing the engineer drawings and getting the appropriate permits. The construction duration is anticipated to be 95 calendar days from the construction start date. The system has to stay in active operation and stay in fire watch. There have been conversations about using some phasing approaches during construction. Once Ms. Ferdolage receives the bid abstract, she will share it with Ms. Burke for a better understanding of how much of the \$1.8 million dollar investment will be remaining. There will be a need for more funding to complete the HVAC project. Initial discussions regarding the HVAC system were

about a system controls project. A Condition Review report was completed on the system. The report listed issues with the building controls and heating hot water distribution, and significant issues with the air handling units. Ms. Ferdolage will provide an update on the HVAC project and recommendations for the system at a future committee meeting.

Ms. Burke explained to the new board members, due to the issues with the fire alarms and HVAC systems, it was determined that these projects needed to be prioritized in 2019 as presented to the Board of Directors. The board of directors approved \$1.8 million dollars for the fire alarms and HVAC projects which comes out of student fees.

B. Recreation Field MOU

1. Reservation Process

Ms. Burke explained that the recreation field is part of the Operating Agreement and shared services. She provided a brief update on the progress of the Memorandum of Understanding (MOU). Language related to a new reservation process was added to the MOU. The Facilities Development and Operations department is working on logistics to have tower card access to the gates for easier access. Ms. Burke requested a section on accesses be added to the MOU.

Ms. Ferdolage discussed some of the summer construction projects scheduled for south campus and possible impact on the recreation field. One of the projects includes permanent bleachers being installed at the soccer field with support from a major donor. She also discussed the need to begin planning out the vision of how areas connect and how to open up some of the spaces for better utilization by student programs and activities.

The committee discussed the possibility of portable bleachers for the recreation field, landscape improvements, and picnic tables. Student Union is the main user of the recreation field so there would be consideration in providing some of the funding for the projects. Ms. Ferdolage recommended entering into a critical planning exercise to figure out the conceptual plan and costs.

2. Expenses to Intramural and Club Sports - Timeline for Student Success, Excellence and Technology Fee (SSETF)- RA Additional Funding

There is an opportunity to present a proposal for a fee increase for this particular fund. SSETF did not accept proposals the past few years. Ms. Burke has inquired whether proposals are being accepted for 2022-2023. She explained that there are increased expenses that are associated with club sports which include supervision and electricity costs for lights.

Ms. Burke explained a proposal to increase student fees was shared by the university. Based on that proposal, Student Union fees could be increased by \$10.00 dollars. The SU does receive IRA funds for club sports and intramural sports based on a proposal and transition of those two programs from Associated Students to the Student Union.

C. Program Updates

Ms. Burke provided a brief update which included seeing a significant increase in participation in SU and SRAC events and programs.

Director Sharma asked for announcements from any of the committee members.

Ms. Ferdolage is anticipating the release of revised event guidance once it has been reviewed by the university.

Ms. Burke submitted a proposal to reintroduce alumni and community members to SU facilities. The proposal is being reviewed by the university.

Ms. Burke explained that Director Cho submitted his resignation from the Facilities Committee due to his academic commitments. She welcomed Director Figueroa to the Facilities and Programs Committee. Director Figueroa will have the opportunity to be nominated as vice-chair of the committee during the next board of directors meeting on March 18, 2022.

VI. MEETING ADJOURNMENT

Director Sharma asked for a motion to adjourn the meeting.

Director Figueroa motioned to adjourn the meeting: Director Trivedi seconded.

Vote on the Motion: 4-0-0 Motion Passed

Meeting adjourned at 4:51 p.m.

The Student Union Board of Directors is a public body, and members of the public have a right to attend and participate in its meetings. This schedule is established as a best approximation of how long each scheduled meeting will take to complete its business. Depending on the length of the discussions, which are not possible to predict with precision in advance, the scheduled meeting times indicated may vary widely. The public is advised to take this uncertainty into account in planning to attend any meeting listed on this schedule.