

**University Student Union
California State University, Northridge
Facilities & Commercial Services Committee
November 20, 2017
Regular Meeting Minutes**

I. Call to Order

The regular meeting of the Facilities and Commercial Services Committee was called to order at 4:10 p.m. by Chair, Bhernard Tila.

II. Roll Call

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Bhernard Tila (Chair)	Stephanie Flores Temix (Co-Chair)	Jimmy Francis	Nick Echeverri (4:00pm – 4:25pm)
Frank Benkovic	Bryant Garcia	Jeremy Hamlett	Alexander Gonzales (4:00pm – 4:25pm)
Abigail Garcia			
Christopher Ordonez			
Tammy Rassamekiarttisak			
Paola Suarez			

*Indicates that member/attendee was not present for the entire meeting. Voting tallies may vary.

III. Open Forum

N/A

IV. Approval of Agenda – November 20, 2017

M/S/P (A. Garcia/T. Rassamekiarttisak) –Move to approve the agenda for November 20, 2017.

Motion passes 4-0-0

V. Approval of Meeting Minutes – October 30, 2017

M/S/P (A. Garcia/T. Rassamekiarttisak) –Move to approve the minutes from October 30, 2017.

Motion passes 4-0-0

VI. Chair’s Report

- The ACUI research project’s principle investigators visited during the week of 11/13. Chair Tila had the chance to attend an engagement lunch where he enjoyed talking about the work the USU does with students.
- The ACUI regional conference took place the weekend of 11/17 and several members of the USU staff, students and BOD attended. Bryant Garcia also attended, and will be asked to share about his experience at a future meeting.
- Alexander Gonzales and Nick Echeverri were welcomed to the meeting
- Chair Tila encouraged attendance at the upcoming U Day celebration on 12/1

VII. Co-Chair’s Report

N/A

VIII. Discussion Items

A. Computer Lab Printing Allotment

B. Tila introduced Nick Echeverri, USU Computer Lab Coordinator, who then reviewed the executive summary provided to the committee. The committee members asked several questions pertaining to impact on staffing and budget, possibility of manually checking in graduate students, and alignment with the campus standard. N. Echeverri's main points when answering these questions included:

1. There would be an estimated annual increase in supplies costs of \$38,000, plus additional staffing costs yet to be estimated.
2. Current technology does not allow for the software to differentiate between undergraduate and graduate students. As a result, graduate students would need to be verified and manually inputted into the system each day.
3. Potential changes in customer service standards with increased wait times for computers and printers.
4. This change would be contrary to the campus' sustainability mission.

Discussion ensued and the committee agreed not to consider Option 2 due to financial and environmental impacts. The committee agreed to bring this topic back as a Discussion Item at the next meeting, and they requested that N. Echeverri provide additional information about Option 3 and its operational possibility, financial impact, and other benefits and liabilities associated with that change.

B. Spring 2018 Committee Meeting Dates

Discussion ensued about potential committee meeting dates for Spring 2018. The committee agreed that Mondays from 4:00pm – 6:00pm could be an option. Chair Tila requested the group send him their schedules so he can confirm, and that January 29th might be a target date for the first meeting.

C. USU Renovation and Expansion Project Update

Chair Tila presented the presentation prepared by LPA which provided an update on the renovation and expansion project for the committee. No questions were asked.

IX. Action Items

A. Committee Goals

M/S/P (P. Suarez/A. Garcia) –Move to approve the following committee goals for Facilities and Commercial Services committee for 2017-2018 Academic Year:

1. Look in the development and refinement of proposed expansion and improvement referendum for the University Student Union.
2. Evaluate the general University Student Union and the USU Student Recreational Center's needed policy revisions.
3. Assess the current and future potential technology upgrades for the University Student Union.
4. Determine the organizational impact and feasibility of the Computer Lab printing allotment for Graduate Students.

Motion passes 4-0-0

B. Committee Code Revision

M/S/P (T. Rassamekiarttisak / A. Garcia) –Move to approve the updated Facilities & Commercial Services Committee Codes as presented.

Motion passes 4-0-0

X. Announcements

Chair Tila reminded group about upcoming committee meeting on December 11th from 4:00pm – 6:00pm

XI. Adjournment

By general consensus, the regular meeting of the Facilities & Commercial Services Committee was adjourned at 4:58 p.m. by Chair, Bhernard Tila.

Respectfully submitted by,
Jimmy Francis