

**University Student Union, Inc.**  
**California State University, Northridge**  
**Facilities & Commercial Services Committee**  
**September 25, 2012**  
**Regular Meeting Minutes**

**I. Call to Order**

The regular meeting of the Facilities and Commercial Services committee was called to order at 4:02pm by Chair, Perlita Varela.

**II. Roll Call**

<b>Present</b>	<b>Absent</b>	<b>Staff</b>	<b>Guests</b>
Perlita Varela (Chair)	Sabrina Lockey (BOD Chair)	Shannon Krajewski	Kingson Leung
Seda Harutyunyan		Jeremy Hamlett	
Jacqueline Merkle			
Shataj Khan			
Victor Solano			
Ariana Mesa			
Rosa Rodriguez			

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

**III. Open Forum: None**

**IV. Approval of Agenda – September 25, 2012**

M/S/P (J. Merkle/R. Rodriguez) – Move to approve the agenda for September 25, 2012.

S. Krajewski suggested adding a Discussion Item to discuss AS’s request for use of additional space in the Sub Pub area adjacent to the pool and lifeguard area. USU Staff members met yesterday to discuss potential space allocation.

M/S/P (S. Khan/J. Merkle) – Move to approve addition of A.S. Sports Club to Discussion Item D.

*Amendment passes 6-0-0*

*Motion as amended, passes 6-0-0*

**V. Approval of Meeting Minutes – May 30, 2012**

M/S/P (S. Khan/J. Merkle) – Move to approve the meeting minutes for May 30, 2012. No discussion.

*Motion passes 6-0-0*

**VI. Chair’s Report**

P. Varela asked for patience as this is her first time in the role as Chair of Facilities and Commercial Services Committee. She is excited about the work ahead and reminds everyone to review materials ahead of time and to attend at each meeting.

**VII. Action Items**

**A. Meeting Schedule – Fall Semester**

M/S/P (S. Khan/J. Merkle) – Move to approve the fall 2012 Meeting Dates. No discussion.

*Motion passes 6-0-0*

## **VIII. Discussion Item**

### **A. Goals**

**All committee members discussed the proposed goals.** A suggestion was made regarding Goal #4 to use the internet to research other universities and what types of furniture they use in different settings. S.Krajewski suggested Goal #5, which would include a review of the current USU lounges and their usages, and investigate the possibility of renovation and/or adding new lounges. Site visits to comparable facilities will be scheduled for the committee in the near future.

### **B. Wellness Center Space Allocation**

P. Varela asked committee members to share their thoughts about using the lower level of the E Building for the Wellness Center, and renovating the former Fitness Centre area to include flexible meeting/class rooms and lounge areas. K. Leung also shared proposed concepts and components of the Wellness Center. Discussion items among the members included:

- Lower level seems more of a destination and may provide more privacy
- Outdoor area fits well with the Wellness Center concept
- The former Fitness Centre area, especially the south side near the walkway, could be a good location for a lounge/study area
- Due to the ongoing Intensive English Program (IEP) reservation, the new meeting/class rooms will need to be ready for use before construction begins on the lower level
- Storage space for furniture will need to be addressed in the plans
- The layout of the former Fitness Centre should be flexible enough to accommodate various programs: IEP, Sunny Days Camp, lounge/study space

### **C. ACUI & NIRSA Conference Attendance**

P. Varela reminded the committee that the deadline to submit applications to attend the ACUI and NIRSA conferences is Wednesday, September 26, 2012.

### **D. A.S. Sports Club**

S. Krajewski shared that AS has expressed interest in acquiring additional space in the Sub Pub area adjacent to the pool and lifeguard area. The office is currently empty but the studios are occasionally reserved throughout the semester. S. Krajewski expressed that allowing them to use the office will not impact the overall USU program, but that some assessment will need to be conducted regarding usage and impact of allowing them to use the studios. Discussion ensued regarding the office. The consensus among the members is that it seems sensible to allow AS to use it. P. Varela suggested that AS submit a proposal that can be voted on by the committee at the next meeting.

## **IX. Announcements**

S. Krajewski mentioned that ACUI has been chosen as the season opener for the PBS show called "Visionaries". The USU is one of the schools to be highlighted in the episode. Filming is scheduled for later this fall.

## **X. Adjournment**

By general consensus, the regular meeting of the Facilities & Commercial Services Committee was adjourned at 5:10 p.m. by Chair, Perlita Varela.

Respectfully submitted by,  
Shannon Krajewski