

**University Student Union
California State University, Northridge
Facilities & Commercial Services Committee
October 2, 2015
Regular Meeting Minutes**

I. Call to Order

The regular meeting of the Facilities and Commercial Services Committee was called to order at 12:05 p.m. by Chair, Thelmari Raubenheimer.

II. Roll Call

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Thelmari Raubenheimer (Chair)	Cecilia Cano	Scottie Schorn	
Daisy Alas	Jason Gibby	Jeremy Hamlett	
Derek Gonzalez			
Bryant Garcia			
Sarah Shabbar			
*Usman Khan (arrived at 12:25 p.m.)			

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

III. Open Forum

None

IV. Approval of Agenda – October 2, 2015

M/S/P (U. Khan /S. Shabbar) –Move to approve the agenda for October 2, 2015

No discussion.

Motion passes 5-0-0

V. Approval of Meeting Minutes – May 13, 2015

M/S/P (S. Shabbar / U. Khan) – Move to approve the meeting minutes for May 13, 2015.

No discussion.

Motion passes 5-0-0

VI. Chair’s Report

The Chair thanked everyone for serving on the committee. As an icebreaker, she asked each member to say two truths and one lie about themselves, and then let the others guess which were which.

VII. Discussion Items

A. Facilities and Commercial Services Committee PowerPoint Presentation

T. Raubenheimer led the committee members through a PowerPoint presentation regarding the roles and responsibilities of the committee. She also reviewed the committee code with the group.

B. 2015-16 Goals

The committee members reviewed the proposed goals and discussion ensued about the timeline and the need to set goals with results that can be accomplished during the academic year. After discussion the committee choose the following goals:

- 1) In coordination with the Student Recreation Center, review and recommend to the Board for approval of SRC related policies. (December 2015)
- 2) Investigate potential upgrades of technology within the USU and make recommendations for implementation. (February 2016)
- 3) Assess the need and possible location for a Dream Center in the USU, and prepare proposal for BOD as appropriate. (February 2016)
- 4) Review feedback from the summer 2015 site visitations and make recommendations for implementation (February 2016)
- 5) Provide input, review and analysis of the Facilities Master Plan Needs Assessment and make recommendations for implementation. (May 2016)

The committee agreed to bring this as an action item at the next meeting.

VIII. Action Items

A. Meeting Schedule

M/S/P (S. Shabbar/D. Gonzalez) – Move to approve meeting schedule for 2015 fall semester.

Discussion ensued about the proposed times and dates to meet during the 2015 fall semester. After a short discussion the committee agreed to meet on the following times and dates:

- Friday, October 23, 2015 – 4:00 p.m.
- Friday, November 13, 2015 – 4:00 p.m.
- Friday, December 4, 2015 – 4:00 p.m.

Motion passes 5-0-0

IX. Announcements

T. Raubenheimer asked that all members reply to emails within 24 hours, and she announced that a make-up meeting for committee training was being scheduled for those that missed the original training. Lastly, she shared the list of “Fishbowl Buddies” to the committee members. She asked each buddy group to get together before the next meeting and discuss the following question: If you could go anywhere in the world, where you go and why? She asked that members be prepared to report back during the next meeting.

X. Adjournment

By general consensus, the regular meeting of the Facilities & Commercial Services Committee was adjourned at 1:32 p.m. by Chair, Thelmari. Raubenheimer.

Respectfully submitted by,

Jeremy Hamlett