



**STUDENT UNION BOARD OF DIRECTORS
Facilities & Programs Committee**

Meeting Minutes

March 17, 2020 at 4:00 pm
Student Union Meeting Room 6 and by video conference
<https://sjsu.zoom.us/j/204532906>

Voting Members Present: Antonio Bustamante, Jeanne Trang, Emily Wughalter, Branden Parent
Voting Members Absent: None
Non-Voting Members Present: Tamsen Burke, Jerry Darrell, Terry Gregory, Caryn Collopy, Kevin Kish, Amy Guerra-Smith

- I. CALL TO ORDER**
Antonio Bustamante called the **March 17, 2020 Facilities and Programs Committee Meeting to order at 3:59pm.**
- II. ROLL CALL**
Antonio Bustamante asked Amy Guerra-Smith to do a roll call. Amy Guerra-Smith completed the roll call.
- III. APPROVAL OF AGENDA FOR MARCH 17, 2020**
Antonio Bustamante asked for any changes to the MARCH 17, 2020 FACILITIES AND PROGRAMS MEETING AGENDA. Seeing no changes, Mr. Bustamante asked for any objections to approve the agenda as presented. Seeing no objections, Mr. Bustamante noted that the **March 17, 2020 Facilities and Programs Committee Meeting Agenda was approved as presented by unanimous consensus.**
- IV. APPROVAL OF FEBRUARY 18, 2020 MEETING MINUTES**
Antonio Bustamante asked for any changes to the FEBRUARY 18, 2020 FACILITIES AND PROGRAMS MEETING MINUTES. Seeing no changes, Mr. Bustamante asked for any objections to approve the meeting minutes as presented. Seeing no objections, Mr. Bustamante noted that the **February 18, 2020 Facilities and Programs Committee Meeting Minutes were approved as presented by unanimous consensus.**
- V. AGENDA ITEMS**
 - A. COVID19 Operation Decisions and Program Impact**
Tamsen Burke indicated that the Student Union, Inc. closed the SRAC and Event Center facilities and two thirds of the Student Union facility. Ms. Burke noted that at this time the Student Union has a skeleton crew of essential personnel working in the facility.
 - B. Lane 15 Bowling Center Construction Update**
Jerry Darrell updated the Facilities and Programs Committee Members on the status of the Lane 15 Bowling Center Construction project noting that the project in currently halted due to the

COVID 19 pandemic. Mr. Darrell noted that Chartwells was in process of hiring and training the staff needed. Tamsen Burke indicated that the Student Union recommends scheduling a fall opening.

C. Re-envisioning of Sport Club Draft Plan

Tamsen Burke noted that she did a walk through of the space with the Club sports and Outdoor Adventures teams. The team is in the process in completing some mockup of the space. Ms. Burke noted that she asked the team to consider redesigning the current weight room to accommodate the vision of a shared weight room with Athletics. Ms. Burke noted that the Student Union has not made any commitments with Athletics regarding a shared weight room but that we are in discussions with Athletics and gathering information.

D. 2020-2021 Budgets - Strategic Priorities

1) Business, Operational Practices, and Facilities

2) Statistics and Learning Outcome

Tamsen Burke informed the Facilities and Programs Committee Members that the staff are currently working on their budgets which are due at the end of the month. Ms. Burke noted that after the budgets are done, each department will have a budget hearing with herself, the director of Accounting and Finance. The staff have been asked to prioritize their budget items by being mission driven, operational effectiveness, and how does the expenditure relate and contribute to student success. Ms. Burke noted that the Student Union will present the budget to the Board on April 21, 2020 and again on April 28, 2020 for final Board approval on May 5, 2020.

E. Update and Approval of Facilities & Programs Committee Charter

Tamsen Burke informed the Facilities and Programs Committee to review the Committee membership listed on the Committee Charter. Ms. Burke noted that a request was submitted to add a representative from University FD&O. Committee Members discussed the advantages and challenges of adding a representative from University FD&O. Mr. Darrell gave the committee members a description of the working relationship he has with University FD&O noting that for the most part the Student Union facilities management is done in-house. Mr. Darrell commented that whenever the Student Union enters large facilities projects, that University FD&O are consulted and collaborated with. The committee members discussed the need to have a representative from University FD&O on the committee and recommended to keep the membership of the committee as it is. Antonio Bustamante asked for a motion to approve keeping the Facilities and Programs Committee Charter as presented.

Emily Wughalter moved to approve to keep the Facilities and Programs Committee Charter as presented.

Jeanne Trang seconded the motion.

VOTE ON THE MOTION:

4-0-0

MOTION PASSED.

VI. MEETING ADJOURNMENT

Antonio Bustamante asked for any other business to discuss. Seeing no business to discuss, Mr. Bustamante asked for any objections to adjourn the meeting at 4:18pm. Seeing no objections, Antonio Bustamante noted that the **March 17, 2020 Facilities and Programs Committee Meeting adjourned at 4:18pm by unanimous consensus.**