

STUDENT UNION, INC. BOARD OF DIRECTORS
Facilities & Programs Committee

Meeting Minutes
October 13, 2020 at 4:15 pm

This was a telecommute meeting by Zoom Video Conference.

This meeting is being facilitated through an online Zoom format, consistent with the Governor's Executive Order N25-20, suspending certain open meeting law restrictions.

Voting Members Present: Antonio Bustamante, Emily Wughalter, Zachary Birrer, Joshua Reyes
Voting Members Absent: None
Staff Present: Tamsen Burke, Jerry Darrell, Terry Gregory, Ryan Fetzer, Kevin Kish
Guests Present: Amy Guerra-Smith

I. CALL TO ORDER

Antonio Bustamante called the October 13, 2020 Facilities & Programs Committee Meeting to order at 4:19 pm.

II. ROLL CALL

Antonio Bustamante asked Amy Guerra-Smith to do a verbal roll call. Amy Guerra-Smith did a verbal roll call and noted there were 3 voting members at the start of the meeting.

III. APPROVAL OF OCTOBER 13, 2020 AGENDA

Antonio Bustamante asked for any changes needed for the OCTOBER 13, 2020 FACILITIES & PROGRAMS COMMITTEE MEETING AGENDA. Seeing no changes needed, Mr. Bustamante asked for a motion to approve the agenda as presented.

Emily Wughalter motioned to approve; Antonio Bustamante seconded.

Vote on the motion: 3-0-0

Mr. Reyes jointed the meeting.

IV. APPROVAL OF APRIL 21, 2020 MEETING MINUTES

Antonio Bustamante asked for any changes needed for the APRIL 21, 2020 FACILITIES & PROGRAMS COMMITTEE MEETING MINUTES. Seeing no changes needed, Mr. Bustamante asked for a motion to approve the meeting minutes as presented.

Emily Wughalter motioned to approve; Antonio Bustamante seconded.

Vote on the motion: 4-0-0

V. DISCUSSION ITEMS

a. Selection of Facilities & Programs Committee Chair and Vice-Chair for AY 2020-2021

Antonio Bustamante asked for any nominations or self-nominations for the Facilities & Programs Chair and Vice-Chair positions for the 2020-2021 academic year.

Joshua Reyes nominated himself for the Vice-Chair position.

Antonio Bustamante nominated Zachary Birrer as Chair. Zachary Birrer accepted the nomination.

b. Facilities

i. Update on Guidance of all facilities, operations, and compliances

**CDPH - COVID-19 INDUSTRY GUIDANCE: Institutions of Higher Education;
Cal/OSHA - Requirements to Protect Workers**

Public Health County of Santa Clara; NCAA - IPG – Athletics

Tamsen Burke informed the committee members of the various standards and guidelines that the Student Union has to adhere to in order to operate and be in compliance with all the various entities.

ii. Update on SU Operations and SRAC Reopening Plans, liability waivers

Tamsen Burke noted that during the summer, the Student Union, Inc. included a statement with regards to COVID in the general liability waiver. Ms. Burke noted that the Student Union was notified that this waiver is in violation of NCAA requirements and was asked to discard or revoke all the waivers for the athletes. The SUI responded that we would not forgo our fiduciary responsibility and if the University wants to have those waivers discarded or voided then the university president may invoke her right through executive order 42402 and take command over the entire campus and state that COVID waivers will not be permissible for athletics. The President executed that order, we received notification last week in writing from the President and have reached out to all those athletes revoking those waivers.

In the Student Union the AS General Services, the Bookstore, Starbucks, and Chartwells are open. Starbucks has moved to the West Side for now due to low numbers.

iii. Update on re-entry of student employees, COVID protocols, trainings

Kevin Kish indicated that the Student Union facility returned to work four student supervisors; two per day. HR completed the Return To Work training, CSU Learn COVID training, and overview of the daily health and safety protocol each day the student supervisors are on campus for their shifts. Kevin also indicated that the Ballroom was identified as an instructional use space from 8am to 3pm for students to use for studying, printing, cell phone/laptop charging.

Ryan Fetzer also indicated all students returned to work for Spartan Recreation completed the training. Ryan noted that October 13, 2020 is the first day of the Rec Center reopening at 10% capacity per the Santa Clara guidelines.

Tamsen noted that right now, the SRAC is only available for enrolled SJSU students and noted that the SUI hopes to be able to open to faculty and staff in early to mid-November.

iv. Update on approved Local Reserve Project Updates (Jerry Darrell, Director of Maintenance and IT)

Jerry Darrell noted that one of the projects that we completed was the deficiencies found from the 5-year fire inspection however during the completion of this work the SUI did find a bad valve that will need to be replaced.

The SUI is investigating the LED lighting for the ATMs project and revising the painting scope for this project.

For the Event Center Office renovation (formerly Sport Club Refresh project) we are revisiting this project to massage some of the changes to the office area and then work with FD&O to revise the project authorization to start moving forward.

Jerry Darrell noted that campus is installing solar panels on the roof of SRAC. This past Monday the project completion for the tie-in but FD&O realized issues for scheduling, the project was delayed for this weekend.

Tamsen Burke noted that a year ago Marie Tuite, Director of Athletics approached the SUI about a common use weight room for athletes to use to lift weights before their practices. Over the summer, the SUI invited Athletics to do a walk-through of the weight room to see if there is a viable option. The SUI and Athletics had a meeting to discuss goals and objectives of the space and commitment to Athletic funds to support the project.

Tamsen Burke noted that the South Campus Field project is progressing forward and she will be meeting with stakeholders to discuss old MOU.

c. Programs

i. Virtual Calendars and Websites

The SUI continues to offer most programs via a virtual platform to engage as many students as possible.

ii. SRAC Opening - October 13, 2020, limited non-cardiovascular exercise permitted at this time.

This was addressed at the beginning of the meeting.

iii. Assessments for all programs on student impact and engagement metrics

The SUI is working on all of our programs that we are doing right now as well as assessments around each of those. We will present some of the high level objectives from the two external reviews for space utilization and SRAC program review to give the Board an idea of what were some of the high level recommendations. Then plan to execute some short and long term plans based on both of those.

VI. ACTION ITEMS

a. Approval of Facilities & Programs Committee Chair and Vice-Chair for AY 2020-2021

Mr. Bustamante asked for a motion to approve the Facilities & Programs recommendation of Zachary Birrer for the Facilities & Programs Committee Chair for the 2020-2021 Academic Year.

Emily Wughalter motioned to approve; Antonio Bustamante seconded the motion.

Vote on the Motion: 3-0-1

Mr. Bustamante asked for a motion to approve the Facilities & Programs recommendation of Joshua Reyes for the Facilities & Programs Committee Vice-Chair for the 2020-2021 Academic Year.

Emily Wughalter motioned to approve; Antonio Bustamante seconded the motion.

Vote on the Motion: 3-0-1

VII. MEETING ADJOURNMENT

Antonio Bustamante asked for any other business to discuss. Seeing no other business to discuss, Mr. Bustamante asked for any objection to adjourn the meeting at 5:07pm. Seeing no objections, Mr. Bustamante noted the **October 13, 2020 Facilities & Programs Committee the meeting adjourned at 5:07pm by unanimous consensus.**