

**STUDENT UNION, INC. BOARD OF DIRECTORS
FACILITIES & PROGRAMS COMMITTEE**

**Meeting Minutes
March 20, 2024
9:30 AM - 10:30 AM**

In-person: Student Union Building, Conference Room 6

Voting Members Present: Emran Azimi, Justin Duong, Traci Ferdolage (Designee),
Voting Members Absent: Karthika Sasikumar
Updated Attendance: Karthika Sasikumar was updated to present at 9:34 AM
Non-Voting Members Present: Vicki Allen, Timothy Banks, Ryan Fetzer, Omar Garcia
Guests: Kendra Livingston, Sr. Director of Planned Giving

I. CALL TO ORDER

Director Azimi called the meeting to order at 9:32 a.m

II. ROLL CALL

Director Azimi asked Kelly Andriese to take roll. Kelly Andriese completed a verbal roll call.

III. APPROVAL OF MARCH 20, 2024 AGENDA

Director Azimi asked for any changes to the agenda.

Director Azimi asked for a motion to approve the agenda.

Director Duong motioned to approve the agenda; Director Azimi seconded the motion.

Vote on the Motion: 3-0-0 Motion Passed

IV. APPROVAL OF FEBRUARY 21, 2024 MEETING MINUTES

Director Azimi asked for any changes to the minutes.

Director Azimi asked for a motion to approve the minutes.

Ms. Ferdolage motioned to approve the minutes; Director Duong seconded the motion.

Vote on the Motion: 3-0-0 Motion Passed

Abstain:

V. DISCUSSION/ACTION ITEMS

A. Accept Gift of Artwork: Paintings of Catalina Garcia

Ms. Livingston explained that the value of the artwork is approximately \$2,000.00 so a third party evaluation is not required. The artist expressed a strong desire for the art to be displayed at San Jose State University. Ms. Livingston will follow up with the Art Committee on who will be responsible for restoration costs, the University or the department that accepts the art. The Committee tabled the topic until the next meeting.

Director Azimi asked for a motion to table this item.

Director Duong motioned to table the item; Director Azimi seconded the motion.

Vote on the Motion: 4-0-0 Motion Passed.

VI. DISCUSSION ITEMS**A. Facilities****i. Update on Capital Outlay Program Planning**

Ms. Ferdolage scheduled three meetings with Student Union staff to discuss capital projects and capital planning needs. These meetings will discuss the high-level review of where FD&O is going with projects that have been mentioned and what they are incorporating in deferred maintenance based on facility condition assessment. The first meeting revolved around the Event Center and the next two meetings will be focused on SRAC and the Student Union. A 5-year capital outlay plan will be developed based on these meetings and the plan will be reviewed by Student Union staff. The intent of the plan will be how to steward facilities but also ensure meaningful projects to the programs that take place in the facilities. The plan will need to be adopted by the Finance Committee and the Board at a future meeting.

B. Programs**i. Programs Update**

Mr. Garcia provided a brief update on past events and also upcoming events and programs that have been scheduled. Karaoke and Mocktails, and SuperSmash Bros Tournament were both very successful events. Feedback was collected on how to improve these events. The Student Union will be involved with facilitating commencement as well as two high school graduations at the end of May which will be held in the Event Center. Admitted Spartan Day will be Saturday, April 13th which will start in the Event Center and then disperse throughout campus. Mr. Garcia asked for the Board's support in tabling during this event and he also acknowledged the efforts of Ms. Ferdolage, Mr. Banks, and Mr. Fetzer. Mr. Garcia's Events Team is collaborating with the Gender Equity Office to show the movie Barbie. The Gender Equity Office will be hosting a post-movie discussion following the movie. In April the team will be collaborating with MOSAIC Cross Cultural Center, and CAPISE (Center for Asian Pacific Islander Student Empowerment) for API Heritage and Arab-American Heritage Month for their kickoff event on April 8th. The Student Leadership Gala is scheduled for May 7th. Mr. Garcia's team will be meeting with campus partners to discuss programming for the fall semester.

VII. MEETING ADJOURNMENT

Director Azimi asked if there were any objections to adjourning the meeting. Hearing no objections, the meeting was adjourned at 10:09 a.m.