



## ASI Facilities & Operations Committee Minutes

*2012-2013:8 Friday, March 1, 2013 1:00PM - 3:00 PM, BSC, 2nd Floor, England Evans*

### I. PRELIMINARIES

- A. Call to Order – **1:03pm**
- B. Quorum Check
- C. Approval of Minutes
- D. Agenda Changes
- E. Introduction of Guests
  - 1. Krista Smith – Director of Recreation
- F. Reports
  - 1. Executive Director Designee – Powell Velasco (**present**)
  - 2. University Advisor – Lorena Marquez (**excused absent**)
  - 3. University Rep. – Ellen Patterson (**present**)
  - 4. Staff Council Rep. – Sarah De La Parra (**unexcused absent**)
  - 5. Academic Senate Rep. – Eva Xu (**unexcused tardy**)
  - 6. Foundation Rep. – Aaron Neilson (**unexcused absent**)
  - 7. President – Christopher Osuala (**unexcused tardy**)
  - 8. Vice President – Christine Hall (**excused tardy**)
  - 9. Attorney General – Devon Graves (**Designee: Salina Nasir, present**)
  - 10. Senator Representatives – Stephanie Ferreira (**present**) & Joanna Ha (**present**)
  - 11. Student Representatives – Jasmine Andino (**present**) & Johndaniel Morales (**excused absent**)
  - 12. Senator Pro-Tempore – Mary A. Haynes (**present**)
  - 13. Special Guest – Nika Hemati (**excused absent**)
- G. Open Forum

### II. ACTION ITEM

- A. Automated External Defibrillator (AED) Policy – Krista
  - a. Removed the name of the Director of Recreation in the policy per request at previous F&O Meeting
  - b. Krista provided statistical information about cardiac related emergencies received by campus police per request at last F&O Meeting
  - c. Krista reviewed the revisions to AED Policy, Section VI: the Program Coordinator details, which now specified that the Executive Director would act in the Program Coordinator's absence
  - d. A motion was made by Christine and seconded by Johndaniel to approve the AED Policy with revisions
  - e. Motion passed 7/0/0
- B. Request to use Atria and Perseus for ASI Staff Office Spaces
  - a. A motion was made by Johndaniel and seconded by Christine to approve the request
  - b. Motion passed 7/0/0

### III. DISCUSSION ITEM

- A. Request to use Atria and Perseus for ASI Staff Office Spaces**
- a.** Powell stated that with the opening of the BRIC, they are hiring more professional staff and there is not room to accommodate them currently
  - b.** It is recommended to temporarily put BRIC staff in Atria and Perseus until the BRIC opens
  - c.** Perseus would only be occupied from January 2014 until the opening of the BRIC in Fall 2014
  - d.** It was questioned that some funds might be lost by the use of these rooms for office space, Powell shared the information received from Conference and Events that it would result in a revenue loss of approximately \$1,100 for Atria and \$6,000 for Perseus
  - e.** Chris asked about the funds for desks and furniture for the new staff offices. Powell stated that some furniture could be reused, computers would probably need to be purchased, and that the money would come from the operating budget for those expenses
  - f.** The use of Perseus would be temporary, while the use of Atria may be continued by the IT Department
  - g.** It was requested that language be put in the request to specify temporary use of the rooms, until the opening of the BRIC
  - h.** Powell requested this item be moved to Action so that the Senate could vote on it before Spring quarter, during which the office change was planned to take place
  - i.** Chris mad a motion to suspend Robert's Rules, seconded by Christine
  - j.** The motion passed 7/0/0, Agenda Changes were reopened and Discussion Item A became Action Item B

#### **IV. ADJOURNMENT – 1:30pm**

- A. Next F&O Meeting – Friday, March 15, 2013 1:00PM - 3:00PM, England Evans**