



## Facilities and Operations Committee Minutes

2015-2016:3 Friday, November 13, 2015, 3:00pm-5:00pm, BSC, 2<sup>nd</sup> Floor, England Evans

### I. Preliminaries

- A) Call to Order at 3:04pm
- B) Quorum Check

#### *Voting Members:*

- Joshua Ebner, Senator Pro Tempore, Chair
- Julian Herrera, President
- Diana Ascencio, Vice President, Vice Chair
- Michael Sandoval, ASI CEIS Senator
- Karen Romero, Senator-At-Large, Multi-Cultural Council
- Bianca Pescina, Senator-At-Large, Student Interest Council
- Nelson Molina, Student Representative
- Bryan Gusman, Student Representative
- Yesenia Pereyra, Student Representative **Excused Absence**
- Eric Hanamoto, Student Representative

#### *Advisors:*

- Barnaby Peake, Director of the Bronco Student Center
- Krista Smith, Director of Recreation
- Lorena Marquez, University Advisor

#### *Liaisons:*

- David Lee, Attorney General
- Vacant, Staff Council Rep.
- Vacant, Academic Senate Rep.
- Aaron Neilson, Foundation Representative **Excused Absence**
- Vacant, Kinesiology & Health Promotion Dept. Rep.

- C) Approval of Minutes
  - 1) Bianca moved to approve the minutes from October 30, 2015. Karen seconded. Vote, 9:0:0, motion passed.
- D) Agenda Changes
  - 1) There were no agenda changes
- E) Introduction of Guests
  - 1) Ginny Templeton, ASI Operations Manager
  - 2) Tiffany Tate, ASI Outreach & Special Events Supervisor
- F) Open Forum
  - 1) Krista reminded everybody that Dive and Climb would be taking place that night
  - 2) Lorena Marquez announced that the men's soccer team is in the playoffs and the game would be taking place November 14, 2015 @ 7:00pm
  - 3) Barny reminded everybody that Mission Impossible would be played that night at 7:00pm

- 4) Lorena reminded everybody Cultural Retreat applications are due November 20,2015

## II. Action Item

- A) There were no action items

## III. Discussion Item

- A) BRIC Facility Use Manual
  - 1) Ginny shared with the committee the proposed changes that were made to the BRIC Facility Use Manual:
    - (a) Page 2, square footage was updated to "165,000"
    - (b) Page 2, removed the entire table under Membership Rates
    - (c) Page 3, Under General Access - Guests "Guests of Kellogg West or an approved CPP hosted program are eligible for a sponsored guest pass." was added
  - 2) The committee suggested including Pro-Rated membership fees in the document
    - (d) Page 4, Age Restrictions they included "During non-academic times, ASI, University, of CPPF sponsored programs or event involving minor participants will be permitted inside the BRIC with prior approval from the Director of Recreation or their designee. Any use of the BRIC Pool for ASI, University, or CPPF sponsored events or programs involving minor participants will require a recommendation from the Director of Recreation and approval by the Executive Director a minimum of 90 days in advance. In addition, ASI will comply with any University required stipulations within or related to the Operating Agreement for the BRIC pool. No other use of the BRIC involving minor participants will be permitted."
  - 3) Discussion took place on restrictions the minors would have when using the BRIC
    - (e) Page 4, Refunds the original statement was stuck out and added "All program, service and membership sales are final. Refunds due to unforeseen medical conditions will be considered on a case-by-case basis. The Director of Recreation or designee may approve other exceptions/special circumstances on a case-by-case basis. All refunds are subject to prorating as well as processing fees.
    - (f) Page 7, Facility Scheduling section Chart Indoor Facility Space to read "Studios (A,B\*\*\*&E)"
    - (g) Page 8, Under Facility Request Restrictions to include "All requests must be received a minimum of 10 days in advanced of the reservation or rental time in order to be considered."
    - (h) Page 14, Under Facility/Area Use; Climbing Wall information was clarified for number 2&3
    - (i) Page 14, Number 9 was revised to read "No bouldering above 16 feet. Hands may not exceed 16 feet while bouldering."
    - (j) Page 15, Under Courts number 3 was revised and included "e. Wearing shoes with soles that will mark the floors" and "f. Placing bags and/or personal items on the floor or in the walkways" under number 4
    - (k) Page 15, Under Equipment Checkout number 1 they added "Equipment designated for outdoor use may not be used inside the BRIC."
    - (l) Page 16, Under Fitness the following was revised:
      - i. Number 2 "Amplified music is prohibited. Earbuds or headphones must be used with personal listening devices."
      - ii. Number 5 "Participants must wipe down equipment immediately after used with the provided sanitation wipes."
      - iii. Number 6 "Participants must use the appropriate weight bars on the Olympic platforms as designated by ASI Campus Recreation.

- iv. Number 8 “Use of chalk or other grip enhancing products may be permitted on the Olympic platforms at the discretion of the Director of Recreation. Other limitations and restrictions may apply.”
- v. Number 9 they included d,e,f which read:
  - a. “d. Dropping weights and/ or equipment on the floor from an elevated height”
  - b. “e. Using hand weights or dumbbells on cardiovascular equipment”
  - c. “f. Wearing shoes with excess foliage or dirt on the exercise equipment”
- (m) Page 17, Under Lounge number 3 now reads “Furniture that is moved by a user must be placed back in its original location at the end of use.”
- (n) Page 17, Under Multi Activity Court (MAC) repeated many changes that were made under Courts
- (o) Page 18 & 19 included the following changes:
  - i. Number 1 “turn deck heaters on/off and”
  - ii. Number 4 “Furniture that is moved by a user must be place back in its original location at the end of use.”
  - iii. Number 5 include the following changes:
    - a. “b. and/or vaporizers”
    - b. “c. or within 10 feet of the pool”
    - c. “d. hanging on basketball rims or volleyball net”
    - d. “e. in less than 5 feet of water”
    - e. “f. Running dives or front/back flips”
    - f. “l. Using emergency exits to enter and/or exit the pool area during open hours”
  - iv. Number 7 “Monopolization of the pool deck is defined as a group of more than 10 people. For all other pool areas, monopolization is determined at the discretion of the authorized ASI Campus Recreation staff.”
  - v. Number 8 “unless an ASI campus Recreation Open Grill times is scheduled and the users have completed the necessary requirements (listed in the Facility Scheduling section).”
  - vi. Number 12 “or training devices”
  - vii. Number 17 “cotton”
  - viii. Number 24 “Only trained and authorized ASI Campus Recreation Staff are permitted to teach or instruct technical skills.”
- (p) Page 20&21, Changes were made under the Studios section
- (q) Page 22, Under Attire a bullet point was added that reads “Shoes, shirts, and bottoms must be worn in all interior areas of the building with the exception of the locker rooms and universal changing room.”
- (r) Page 23, Under Food and Beverages they included “areas including the” in two places
- (s) Page 23, Under Loss of Access Privileges the proposed change was “be asked to leave the facility and/or”

#### **IV. Information Item**

- A) BRIC Customer Satisfaction Survey Draft
  - 1) Krista briefly explained to the committee the BRIC Customer Satisfaction Survey draft that Tiffany Tate Supervisor for Outreach and Special Events Committee Goals has being working on
  - 2) Question and answer session took place:

- (a) Lorena asked if among the first questions of the survey if the student could be asked whether or not they are a transfer student – Krista answered that it could be added to the survey
- (b) Eric asked how the survey will be administered – Krista shared that it will be administered through campus labs and hopefully through face-to-face interaction
- (c) Karen asked what percentage of the schools populations will be surveyed – Krista stated it would be 10% of the schools population
- (d) Diana asked how many weeks will the survey be conducted for – Krista informed the committee that it would depend on how fast they achieve their response rate
- (e) Eric suggested if they could include examples of strength and or cardio equipment, and if face-to-face survey's would be conducted with an i-pad – Krista noted to include those examples and shared that the face-to-face surveys would be conducted with an i-pad

#### B) Committee Goals

- 1) Joshua read and explained the Facilities and Operations Committee Goals: 2015-2016
  - (a) Committee Code Revision
  - (b) Create a BSC Master Plan
  - (c) Rename BSC Fee
  - (d) Measure Student Needs and How They are Addressed by ASI
    - i. Joshua asked the committee if they could provide him with feedback of any issues that ASI can address and if they could have that ready to discuss at the next Facilities and Operations Committee Meeting: Friday, December 4,2015

- 2) Brief discussion took place in regards to renaming the BSC Fee

#### C) Draft Committee Code Revisions Draft

- 1) Joshua explained the amendments that he would like to make to the ASI Facilities and Operations Committee Code:
  - (a) He shared that the major changes would be made under the Liaisons section
    - i. Short discussion took place on whether or not The ASI Attorney General should be removed as a Liaisons from the ASI Facilities and Operations Committee Code
  - (b) Staff Council, Academic Senate, and KHP Liaisons would be removed under Liaisons
  - (c) Duties of the Committee Chair were updated to include:
    - i. “including , but not limited to”
    - ii. “in compliance with the Gloria Romero Open Meeting Act”
    - iii. “preparing minutes” was removed
    - iv. “relevant”

#### V. Adjournment

- A) Meeting was adjourned at 4:39pm
- B) Next Facilities and Operations Committee Meeting: Friday, December 4,2015, 3:00pm-5:00pm, BSC, 2<sup>nd</sup> Floor, England Evans