



Facilities and Operations Committee Minutes

2016-2017:7 Friday, January 27, 2017, 10:00AM– 12:00AM, BSC, 1st Floor, Lyra

I. Preliminaries

- A) Call to Order at 10:05am
- B) Quorum Check

Voting Members:

- Carlos Gomez, Senator Pro Tempore, Chair
- Gabriel Smith, Vice President, Vice Chair **Absent**
- Uriah Sanders, President **Tardy**
- Kayla Barbosa, Senator-At-Large, Student Interest Council **Excused Absence**
- Michael Burckhardt, Senator-at-Large, Interhall Council **Absent**
- Leslie Simoni, CCHM Senator **Unexcused Absence**
- Muhammed Abdal, Student Representative **Unexcused Absence**
- Mercedes Martin-Hightower, Student Representative
- Ian Sanchez, Student Representative
- Vacant, Student Representative

Advisors:

- Powell Velasco, Associate Executive Director
- Susan Ashe, Designee for Asst. Director Student Conduct & Integrity

Liaisons:

- Samuel Smith, Attorney General **Absent**
- Vacant, Staff Council Rep.
- Vacant, Academic Senate Rep.
- Aaron Neilson, Foundation Representative
- Vacant, Kinesiology & Health Promotion Dept. Rep.

- C) Approval of Minutes
 - 1) Quorum was not met to approve minutes
- D) Agenda Changes
 - 1) Carlos moved Discussion Item A. Meditation Room to Discussion Item B. and Discussion Item B. Digital Signage & Electronic Display was moved to Discussion Item. A
 - a) Quorum was not met to approve this agenda change
- E) Introduction of Guests
 - 1) Cathy Neale, ASI, AD of Marketing and PR
 - 2) Jason Shaw, ASI, AD Facilities Management
 - 3) Krista Smith, BRIC, Director of Recreation
- F) Reports
 - 1) There were no reports
- G) Open Forum
 - 1) There was no speakers

II. Action Item

- A) There were no action items

III. Discussion Item

- A) Digital Signage & Electronic Display
 - 1) Carlos shared a brief presentation on the research they conducted for a digital sign.
 - a) He noted they would be using Visix Digital Signage

- b) He added that the potential places they are looking at to place the signs are near the Bronco Copy & Mail, by center court, and Lyra.
- 2) Powell shared that if they are using these signs for the purpose of maps they should also implement a digital sign upstairs as there is also entrance there.
- 3) Barny explained that Visix is the campus wide digital signage solution and the main platform the campus has adapted.
- 4) The committee viewed the Visix website and looked at different signage options that they have. On possible feature the committee viewed was wayfinding, Tim shared the infrastructure is there to implement the digital signs.
- 5) The committee discussed incorporating campus wide events and events happening within the BSC.
- 6) Carlos noted that the next steps he will be taking are to contact Visix get a quote on an interface and customize a template.
- 7) Krista noted that for the next discussion of this topic the purpose needs to be clarified to understand all the components that need to be incorporated and find the solutions.
- 8) The committee discussed suggestions made by Uriah in regards to creating a digital sign that is more interactive and contains top 10 events happening around campus.
- 9) The committee's priority right now is to get a digital sign inside the BSC and doing research to potentially implement a digital sign outside of the BSC.
- B) Meditation Room
 - 1) Carlos shared he met with the president of the Muslim Student Association (MSA) in regards to a meditation room. He noted that the club presented mentioned there are about 35-40 student in MSA but she only anticipates about only 20-25 students to attend. Carlos reached out to other faith groups to see if any of them need a space like this as well.
 - 2) Krista shared a power point of the BRIC room reservation and the process. In addition she shared policies that students must follow and how the space is utilized. She also provided the committee with a schedule of the workout classes that are already reserved to take place in the winter quarter. Krista noted that currently the available space for a mediation room is only reserved for 20 hours a week.
 - 3) The committee discussed other campuses that have religious spaces and their composition.

IV. Information Item

- A) There were no information items

V. Adjournment

- A) Next Facilities and Operations Committee Meeting --- Friday, February 10, 2017, 10:00AM-12:00PM, BSC, 1st Floor, Lyra
- B) Meeting was adjourned at 11:55am