



## Facilities and Operations Committee Minutes

2016-2017:9 Friday, April 14, 2017, 11:00AM– 12:00AM, BSC, 1<sup>st</sup> Floor, Lyra

### I.

#### Preliminaries

- A) Call to Order at 11:08am
- B) Quorum Check

##### *Voting Members:*

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

##### *Advisors:*

- Powell Velasco, Associate Executive Director
- Antonio Quezada, Asst. Director Student Conduct & Integrity

##### *Liaisons:*

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

- C) Approval of Minutes
  - 1) Quorum was not met to approve the previous meeting minutes
- D) Agenda Changes
  - 1) There were no agenda changes
- E) Introduction of Guests
  - 1) Cora Culla, ASI, Executive Director
  - 2) Karen Tu, ASI, Treasurer
  - 3) Carol Lee, ASI F.S., Director of Financial Services
  - 4) Ivonne Cabezas, ASI F.S., AD of Revenue Management
  - 5) Cathy Neale, ASI, AD of Marketing & PR
  - 6) Jason Shaw, ASI, AD Facilities Management
  - 7) Brayden Wiggins, ASI, AV Coordinator
  - 8) Sandy Solano, ASI, Commercial Service Coordinator
  - 9) Barny Peake, ASI, Director BSC
  - 10) Maria-Lisa Flemington, ASI, Program Coordinator
  - 11) Sharon Rocacorba, ASI, AD of Programs
- F) Reports
  - 1) There were no reports
- G) Open Forum
  - 1) ASI Attorney General -Brandon Whalen

- a) Shared during his Rules and Policies meeting he will be proposing a bill that allows priority to meeting rooms for all Student Government business. He informed the committee he would like to work closely with F&O to brainstorm ideas together.

## **II. Action Item**

- A) There were no action items

## **III. Discussion Item**

- A) BSC Budget
  - 1) Powell shared a power point presentation of the 2017-18 Proposed BSC Budget Request.
    - a) Powell shared the following:
      - b) Operating Agreement between CSU Trustees and ASI including:
        - i. Children's Center/BRIC
        - ii. BSC
        - iii. IRA
      - c) BSC Fee Purpose
        - i. Direct funding support to cover bond indebtedness (principal and interest)
        - ii. Operations and maintenance of the BSC and BRIC
        - iii. Financial support for programs and services offered in the BSC and BRIC
      - d) Powell reviewed the BSC Operating Budget and reviewed Facility Support items and Departments and Programs that the budget is intended for.
      - e) Powell reviewed the Budget Goal that is in alignment with the University's strategic plan
      - f) He also shared the budget assumptions for the 2017-18 year
        - i. Enrollment growth for 2017-18, as projected by the University (still awaiting updated projections)
        - ii. Deflation of calculated fee revenue by 1.5%
        - iii. A 1% annual growth for enrollment projections for 2018-19 and 2019-20 (awaiting confirmation from the University)
        - iv. An inflationary adjustment of 1.8% for ASI and BSC student fees based on higher education Price Index (HEPI)
        - v. A 0.43% rate of return on investment
        - vi. Enrollment growth for 2017-18, as projected by the University (still awaiting updated projections)
        - vii. Deflation of calculated fee revenue by 1.5%
        - viii. A 1% annual growth for enrollment projections for 2018-19 and 2019-20 (awaiting confirmation from the University)
        - ix. An inflationary adjustment of 1.8% for ASI and BSC student fees based on higher education Price Index (HEPI)
        - x. A 0.43% rate of return on investment
        - xi. Enrollment growth for 2017-18, as projected by the University (still awaiting updated projections)
        - xii. Deflation of calculated fee revenue by 1.5%
        - xiii. A 1% annual growth for enrollment projections for 2018-19 and 2019-20 (awaiting confirmation from the University)
        - xiv. An inflationary adjustment of 1.8% for ASI and BSC student fees based on higher education Price Index (HEPI)
        - xv. A 0.43% rate of return on investment
      - g) Powell reviewed the BSC Budget Timeline and they have approximated that a recommendation by ASI Facilities and Operation Committee to ASI Senate would happen in April.
      - h) Powell reviewed the CSU schedules , Fee schedule, and Debt Service Coverage Ratio

- i) Powell ended his presentation by reviewing the 2017-18 Proposed Income and Expenses
- 2) Karen asked about the difference from the net income on schedule 1 and schedule 3 – Cora and Powell provided clarification on the difference of both schedules
- 3) Cora reviewed the 2017-18 BSC Budget and went through each item individually and provided a brief summary for each item.
  - a) Cora reviewed the following operating incomes:
    - i. Campus Recreation
    - ii. MDPR
    - iii. Games Room
    - iv. Bronco Copy & Mail
    - v. Conference & Events
- 4) Question and answer session took place:
  - a) Kayla asked for clarification on lease offices – Barny provided further information on how lease offices work within the BSC
  - b) Michael asked for clarification regarding the jump from \$3,000 to \$13,000 for workers compensation insurance – Cora provided further information and noted this increase is a good thing
  - c) Karen asked why there was a decrease in aquatic programs from \$24,000 to \$14,000 – Krista noted the decrease is due primarily in programmatic plans, and the BRIC not renewing the scuba diving trip that will account for a decrease in revenue
- 5) Cora reviewed each item regarding Salaries & Wages, Staff Benefits, and Operating Expenses.

**IV. Information Item**

- A) F&O Committee Project Updates
  - 1) Quorum was not met and item was not discussed

**V. Adjournment**

- A) Next Facilities and Operations Committee Meeting --- Friday, April 21, 2017, 11:00AM-12:00PM, Location: Lyra
- B) Meeting was adjourned at 12:00pm