

**University Student Union
California State University, Northridge
Facilities & Operations Committee
October 18, 2024
Regular Meeting Minutes**

I. Call to Order

The regular meeting of the Facilities and Operations Committee was called to order at 2:38 pm by Co-Chair, Devaansh Mann and presented the USU Land Acknowledgment.

II. Roll Call

<u>Present</u>	<u>Absent</u>	<u>Staff</u>	<u>Guests</u>
Devaansh Mann (Co Chair) – Computer Science – Spring 2025		Samantha Liu	
Alexia Aguilar – 2 nd Year Communication studies/ Anthro - Peer Mentor – 2027		Jeremy Hamlett	
Andrea Garcia – Marketing – 2 nd year – Peer mentor - Graduating 2027			
Rafae Habib – Master Mechanical Enginner Spring 2026			
Alejandro Perez – ALEX – Kines/Exercise Science Spring 2026			
Syed Abdul Haseeb Husaini FNU – Master is Mechanical Engineering – SRC Building Manager Spring 2025			

*Indicates that member/attendee was not present for the entire meeting. Voting tallies may vary.

III. Approval of Agenda – October 18, 2024

M/S/P (S. Husaini/A. Garcia) – Motion to approve the agenda for October 18, 2024.

Motion passed 5-0-0

IV. Co-Chair's Report

Co-Chair Mann welcomed the committee members for their first meeting and to have a good year.

V. Action Items

- A. Committee Meeting Schedule- M/S/P (S.Husaini/A. Perez) – Motion to approved the Committee Meeting Schedule

Co-Chair Mann presented the schedule for the Fall 2023 semester. She shared that the committee would be meeting Friday, October 18th, 2024, November 15th, 2024, December 13th, 2024 – 2:30-4pm, January 24th, 2025 – 2:30-4p, February 21st, 2025 - 2:30-4p, March 21st, 2025, April 25th, 2025, and May 16th, 2025.

Executive Secretary Samantha Liu shared that the dates are for the spring semester as well and to make sure not to schedule a class during this time on Fridays.

Motion passed 5-0-0

VI. Discussion Items

- A. Introduction to Facilities & Operations
 - i. Co-Chair Mann reviewed the charge of the committee and expectations as a committee member.
- B. USU Facilities Tour
 - i. Committee members were taken on a tour of the USU & SRC facilities by Executive Secretaries Samantha Liu & Jeremy Hamlett and Committee members Syed and Alex leading the SRC overview.
- C. Committee Goals
 - i. Co-Chair Mann led a discussion on goals for the committee this year. The first goal discussed was: “By June 2025, the Facilities and Operations Committee will collaborate with the Marketing and Operations departments to enhance wayfinding within the University Student Union, utilizing student feedback to guide the design and placement of new signage.” Member Andrea Garcia shared this would be helpful because she didn't know where things were and other students may not know as well.
 - ii. The second goal discussed was “By May 2025, the Facilities and Operations Committee will conduct at least 2 collaborative meetings with the USU Maintenance team and Operations team to gain a full understanding of the facility and identify possible upgrades for the student union.”

VII. Announcements

CO - Chair Mann encouraged the committee to come to the Board of Directors meeting on November 18th at 12:30p in the Northridge Center and shared it is a nice experience to see.

VIII. Adjournment

By general consensus, the regular meeting of the Facilities & Operations Committee was adjourned at 3:31PM by Co-Chair Mann.

Respectfully submitted by,
Samantha Liu