

**University Student Union
California State University, Northridge
Facilities & Commercial Services Committee
March 2, 2020
Regular Meeting Minutes**

I. Call to Order

The regular meeting of the Facilities and Commercial Services Committee was called to order at 2:18 pm by Chair, Giselle Reyes.

II. Roll Call

Present	Absent	Staff	Guests
Giselle Reyes(Chair)	Jimmy Francis	Samantha Liu	Tim Rasmussen
Ayana Galves (Vice Chair)			
Tiffany Abodoh			
Adrian Lopez			
Breeanna Maldonado			
Tia Nalls			
Felix Pierre			
Laxminkant Sahu (arrived at 2:22p)			

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

III. Open Forum

N/A

IV. Approval of Agenda – February 3, 2020

M/S/P (F. Pierre / T. Abodoh) – Motion to approve the agenda for March 2, 2020.

Motion passed 7-0-0

V. Approval of Meeting Minutes – February 3, 2020

M/S/P (A. Lopez/ F. Pierre) –Motion to approve the minutes from February 3, 2020.

Motion passed 7-0-0

VI. Chair’s Report

Chair Reyes shared that Big Bash is next week on the Oviatt Lawn and hosting a raffle for a ticket to the concert. She also informed the group that there is a Board of Directors informational session at 3p and would like everyone to attend who is interested in running for the Board.

VII. Co-Chair’s Report

Vice Chair Galves introduced herself and that she is a 1st generation freshman student majoring in Biology and minoring in Africana Studies.

VIII. Action Items

N/A

IX. Discussion Items

A. Quiet Student Room Guidelines

Chair Reyes re-introduced the topic of study room guidelines and reviewed the discussion from the last meeting. She explained that due to some challenges with a guest, temporary signs have been placed with suggestions from the committee from the last meeting. Tim Rasmussen, Coordinator, Building Operations, discussed the changes from the last meeting and asked for additional feedback. The group went on to discuss the proposed guidelines that Rasmussen has prepared and made a couple minor changes. The committee agreed that the guidelines were ready to be posted.

B. Criteria requested when groups seek space within the USU

The group discussed the forms provided Chair Reyes from each campus. The comments and questions that were shared are referenced on the “Proposed Space Request Questionnaire” attached.

In general, the group stated they thought the form was good and should include an introduction which explains what the form is, explain the importance of the form, review timeline of the process including the step by step procedure, spaces available and the appeal process.

Chair Reyes and S. Liu stated they would have an updated draft of the form ready for review at the 4/6/20 meeting.

X. Announcements

Board of Directors informational session at 3p and BOD applications due on Wednesday, March 4, 2020. Chair Reyes stated that she would walk the group to the USU Cashier’s window and follow up with Emery on the status of their scholarship checks for those that were having difficulty.

XI. Adjournment

By general consensus, the regular meeting of the Facilities & Commercial Services Committee was adjourned at 3:02 PM by Chair Reyes.

Respectfully submitted by,
Samantha Liu