

**STUDENT UNION, INC. BOARD OF DIRECTORS  
FACILITIES & PROGRAMS COMMITTEE**

**Meeting Minutes  
October 13, 2022  
12:00 PM**

**This is a hybrid meeting.**

**In-person: Student Union Inc. Building, Conference Room 6  
Telecommute meeting by Zoom Video Conference.**

*This meeting is being facilitated in person and through an online Zoom format.*

**Voting Members Present:** Traci Ferdolage (BOD Designee), James Figueroa, Rishabh Pandey, Jeet Parekh, Krishna Sai Mangalarapu  
**Voting Members Absent:** Logan Meline, Aarushi Sharma  
**Non-Voting Members Present:** Timothy J Banks, Tamsen Burke, Jerry Darrell, Ryan Fetzer  
**Guests:** Caryn Collopy, Wesley Hovatter, Joe Lopez II

---

**I. CALL TO ORDER**

Director Parekh called the meeting to order at 12:05 p.m.

**II. ROLL CALL**

Director Parekh asked Kelly Goldsmith to take roll. Kelly Goldsmith completed a verbal roll call.

**III. APPROVAL OF OCTOBER 13, 2022 AGENDA**

Director Parekh asked for any changes to the agenda.

Director Parekh asked for a motion to approve the agenda.

**Ms. Ferdolage motioned to approve the agenda; Director Pandey seconded the motion.**

**Vote on the Motion: 5-0-0 Motion Passed**

**IV. APPROVAL OF SEPTEMBER 1, 2022 MEETING MINUTES**

Director Parekh asked for any changes to the minutes.

Director Parekh asked for a motion to approve the meeting minutes.

**Director Figueroa motioned to approve the September 1, 2022 meeting minutes; Director Sai Mangalarapu seconded the motion.**

**Vote on the Motion: 5-0-0 Motion Passed**

**V. DISCUSSION ITEMS**

**A. Programs**

**1. Work Project - Identifying Significant Events and Impact on Campus**

Ms. Burke explained that Patrick Day, Vice President, Student Affairs, invited a number of the executive directors to the Vice President's Council meeting last week to discuss impact on significant events. The Student Union will start preparing a report which will be shared with the President. Ms. Burke explained work will be done with our staff and its programs to outline significant events; metrics used; and impact to students.

SJSU budgets will see about a 10% reduction in funding. VP Day did recognize that some attending the meeting were from auxiliaries which do not receive state

funds but rather student fees. The Student Union (SU) funding will not be reduced; however, we still need to be able to show evidence of the events and why their impact.

**2. Spring 2023 - Planning and Collaboration - Campus Life**

The Campus Life team and directors have been asked to schedule a meeting regarding spring events. SU program staff will be invited to attend the meeting to discuss the events that have been planned. The purpose of the meeting is to try and minimize the number of events that may overlap. Ms. Burke explained that there was a recommendation to look at planning larger events a year in advance.

**3. Student Union Assessment Planning for FY 22-23**

Ms. Burke explained that in the past assessments have been done in terms of program reviews for our programs and services which have stayed primarily within the programming departments. We are moving forward with a broader assessment model and will be working with the AVP of Student Affairs who is responsible for students success and assessment. A survey was sent out from the AVP of Student Affairs as to the types of assessments being done within the division. We want to make sure the types of assessments we are doing ties into Transformation 2030 and the Student Union Strategic direction. Ms. Burke is working with DJ Escobar, Student Success and Assessment Supervisor, on developing assessments for SRAC and Student Union utilizing national organization affiliation - NIRSA and ACUI.

**B. Facilities**

**1. Club Sports: Recreation Field Lines & Sport Specific Marking**

Ms. Burke asked Wesley Hovatter, Men's Lacrosse Club Officer to present this item. Mr. Hovatter discussed issues related to the lining on the Spartan Recreation field for rugby and lacrosse, and other club sports teams. He reviewed the dimensions of the field and where there were issues which included the sidelines being off about 40 feet for men's lacrosse. Mr. Hovatter explained that men's lacrosse is required to mirror any rule changes by the NCAA and copy their field dimensions. Last year, at the first men's lacrosse game, the referees noticed the dimensions of the field were incorrect and allowed the opposing team to object and strike the game from the record. The opposing team chose not to object and the game was played. The referees told the team that the field needed to be painted or taped correctly so the field was taped with the correct lines for the remainder of the home games last season. Ms. Burke stated that we need to figure out if we can qualify this field as a grandfather under previous measurements or how we adjust the measurements of the field to support the club sports teams that use the field.

Ms. Ferdolage heard about the issues and will need time to look at the project documents, including submittals that occurred. There was a design process that resulted in an approved and permitted design. She will be looking to see if what was built matches what was permitted and what was submitted upon. If there are differences, it will depend on what the differences are, as to what the solution will be. Ms. Ferdolage wants to make sure the right approach is used so the field is not damaged and requested the game schedule to understand the timeframes for what the possible interim solutions would be. She wants to make sure that there is an intermediate solution and that we're working together to support club sports. Ms. Burked asked Mr. Fetzer to provide the game schedules to Ms.

Ferdolage.

**2. Update on Event Center HVAC Replacement Project and Financials**

Ms. Burke explained that we are in the second phase of the HVAC feasibility study. Ms. Ferdolage stated that there were no significant updates for the project. She explained that part of the feasibility study is to determine how to best approach the project and how to actually do the work. With that in mind, she wanted a little bit more cost certainty around the phasing of the project based on the priorities that were identified and to also ensure that we understand hazardous material abatement needs that may exist. Based on what was discovered during the study, Ms. Ferdolage felt that from a risk perspective, it warranted a bit more study before the project's estimated budget and timeframe were brought to the committee.

Ms. Ferdolage provided the following information in the “chat” feature of the meeting.

*The additional funding request for the HVAC feasibility study that was recently circulated to SU Inc was for \$20,432.72. The addition of these funds brought the total project cost for the HVAC feasibility study to \$66,058 (original funding provided was \$45,625).*

**3. Update on Event Center Office Project and Schedule**

Ms. Burke explained they had a walk-through of the offices to understand what exactly will be done. She thanked SU staff who worked on marking the items that will be either kept or removed and disposed of. Some of the rooms will be renamed and once that is finalized and communicated to all users. The project should be completed in the next 30- 45 days but there may be supply chain issues that may delay the completion of the project. Ms. Ferdolage will be meeting with her team to discuss the rekeying of offices.

**4. SRAC Memberships**

Mr. Fetzer introduced Caryn Collopy, Recreation Facilities Director, and Joe Lopez II, Membership and Guest Services Supervisor, to help present this item.

Mr. Fetzer explained that they are working on putting together a proposal for new membership categories and pricing model which will be brought to the committee at a future meeting. Ms. Collopy discussed the history around the memberships and that they analyzed what members they wanted to invite into the building. During the grand opening, faculty, staff, students, alumni, and community members were invited to tour the facility to see what was offered. When the building first opened, faculty, staff and alumni were one category but have since been separated out to be SJSU faculty and staff, and community. There are some community memberships but not a lot. Mr. Lopez discussed the current membership categories and pricing. As they were reviewing the membership options, they felt that the memberships for faculty, staff, and alumni might be a little too expensive. During their faculty and staff drive which was offered over the last three weeks, they received some feedback that the cost was a little too high compared to other gyms in the area. Mr. Lopez researched what other universities were charging their faculty and staff. He determined that some of the universities offered lower rates than what SRAC was currently offering. He suggested lowering our rates to better serve the campus population. Mr. Fetzer asked for the committee's feedback on the philosophy that the main focus should be on the students, then the campus community (faculty, staff, and

alumni), and then community members. If changes are made to membership options, they want to make sure those changes do not create a situation where students could eventually be pushed out. Mr. Lopez explained that we are one of the few rec centers that offers a community membership. Most offer a sponsored community membership for someone related to a current member. The current membership options allow for faculty and staff to add a spouse/partner to their membership. Ms. Burke recommended listing the spouse/partner rates separately so everyone is aware that this is offered. Mr. Fetzer clarified that any changes would be implemented July 1, 2023.

Ms. Burke suggested that it would also be valuable to know what the current participation numbers are for each category to understand better if the facility can handle an increase in memberships. Based on the research, is the trend restricting community members, faculty, and staff to a specific part of the day so that the priority is always with students? Mr. Lopez explained that based on his research, other rec centers open community memberships during the summer which typically were only day passes for the aquatic center. He found that only one university offered an “early bird” membership during the academic year. SRAC is quiet during the early morning hours so an early bird membership is something that could be considered since it wouldn’t impact the students' space. Ms. Collopy clarified that SRAC previously offered early bird memberships to faculty, staff, and community members. Mr. Fetzer explained that part of the conversation is asking if our philosophy is to change the community access to the facility? His understanding is that originally community memberships were offered to help offset expenses of the building.

The committee requested a report of the research that was done and a business analysis related to the actual cost to support a membership. Ms. Ferdolage explained that there’s an approach to setting fees but there’s also a need to understand what the per member costs are to operate and maintain the facility. She recognizes that the facility is funded by student fees and appreciates that we want to ensure that we have access for the campus community which can create community but she feels it’s her job as a staff member to not be subsidized by student fees for a membership that is optional. Ms. Ferdolage would like to understand how the business model, in terms of the cost to support an individual member, relates to the current fee structure.

Ms. Burke clarified that the rec center at Berkeley is not student fee based, it is a revenue based budget which needs to be taken into consideration when gathering the data.

## **VI. MEETING ADJOURNMENT**

Director Parekh asked if there were any objections to adjourning the meeting. Hearing no objections, the meeting was adjourned at 1:05 p.m.