



**Associated Students Inc.
San Francisco State University
Facilities & Services Council
Minutes
August 22nd, 2018**

Chair, **Monica DiLullo**, has called a meeting of the **Facilities & Services Council** on **Wednesday, August 22nd, 2018 at 11:00am-12:00am** in **Delmy Rodriguez T-152** in the **Cesar Chavez Student Center**.

I. Call to Order

Meeting called to order at 11:11am

II. Roll Call

VP of Facilities & Services- Present
VP of Finance- Excused
Graduate Rep- Present
Senior Rep- Present
Sophomore Rep- Present
HSS Rep- Unexcused absence
Education Rep- Present (call in)

III. Approval of Agenda

Motion to approve the agenda for August 22nd, 2018.
Moved by Grad Rep, seconded by Sophomore Rep.
No opposed. No abstentions. Motion passed.

IV. Approval of Minutes

Motion to approve the minutes for July 25th, 2018
Moved by Grad Rep, seconded by Senior Rep.
No opposed. No abstentions. Motion passed.

V. Announcements (2 minutes each). Please submit literature to Chair when meeting begins.
No Announcements.

VI. Public Comment (2 minutes each). Must pertain to jurisdiction of Board. Please observe proper decorum. The board is not required to respond.
No Public Comment.

VII. Closed Session Pursuant to Education Code 89307 of the California Code for the purpose of to consider the appointment, employment, and evaluation of performance, discipline, or dismissal of an employee.
No Closed Session

VIII. Old Business

- a. NSLDC Conference Proposal (Discussion/Action Item) - VP External, VP Finance**
The Council will discuss and possibly take action on the Proposal from the VP External for SFSU
AS to hold the NSLDC Conference in February 2019.

Motion to approve proposal for NSLDC.
Moved by Grad Rep, seconded by Senior Rep.
No opposed. No abstentions. Motion passed.

VP of External Affairs announced that he has been selected to attend an intercollegiate congress at USC, and they were excited that AS is holding NSLDC. **VP of Facilities & Services** suggested to go through proposal with Student

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Trust Officer at board meeting to review risk management section.

b. Facilities & Services Charter (Discussion/Action Item) - Graduate Rep, Senior Rep
The Council will discuss and possibly take action on the most recent update of the Facilities & Services Charter.

Motion to approve the Facilities & Services Charter.
Moved by Senior Rep, seconded by Sophomore Rep.

VP of Facilities & Services said that having the charter approved by April 30th will be good for the next board coming in. The formatting and other small details of the charter will be revised later.

No opposed. No abstentions. Motion passed.

IX. New Business

a. Signage/Logos (Information/Discussion Item) - Education Rep, VP Facilities & Services
The Council will hear a report from the Education Rep on their recent trip to CSULB and will discuss the report and how the Council would like to move forward in regard to CCSC AS signage.

Education Rep gave a report on signage that she saw while she was at CSU Long Beach. She said that they had rugs with their AS logo, their windows had the AS logo, their whole AS building was branded. They also had a glass display case with jobs that AS was offering, which she hopes to bring to SF State. However, she believes that AS shouldn't purchase all this stuff when students can't even afford their basic needs. **VP of Facilities & Services** said that the council will speak to Alejandro about what can be done, and come to a consensus before bringing it to the board. Alejandro Rios, **Assistant Executive Director, Facilities & Operations**, expressed that this would be a great collaboration with the Marketing department, or the Marketing Committee, because branding is the area of Mayra Saldana, **Assistant Executive Director, Marketing & Communications**, and she may have a plan for this. Conversations with **AED, Marketing & Communications** have been started about signage and branding in the Cesar Chavez Student Center. He suggested that the council fix a date in order to place this plan in motion. **VP of Facilities & Services** said that the council will discuss what they would like to see in the building, then discuss with VP of Finance about budget and then place orders for rugs, signage etc before the new fiscal year starts. **VP of External Affairs** said that supporting AS branding in the building would be the first step, as it's something that AS wants but something that staff executes. **VP of Facilities & Services** said that it is important for the council to provide directive instead of just vague ideas, so the plan can be placed in motion. **VP of External Affairs** says that identifying the building as AS will make the merger between AS and Cesar Chavez Student Center come full circle. **AED, Facilities & Operations** said that he can meet with the marketing director in terms of branding, and that the council could go with her plan if she has one. He said that he will bring a report back to the next meeting. **VP of Facilities & Services** spoke about updating signage around the building, potentially adding an electronic sign outside the building and replacing paper signs. She suggested that the council should give directive through the board to update these signs using funds from the reserve. She asked **AED, Facilities & Operations** to start working on the proposal for that to be approved by the board, which will increase student involvement in this decision. **Sophomore Rep** voiced concerns about opinions about AS branding the building as theirs, **VP of Facilities & Services** answered that she does not think UCorp will mind, but that she hopes UCorp can cover the costs for their own signage because it is a benefit to them. **AED, Facilities & Operations** has spoken to Andrew Lok, **UCorp Retail and Commercial Services Manager** and told him that it was a goal of the Facilities & Services Council to improve signage, and the vendors have expressed their interest in that. **VP of External Affairs** said that San Diego State has the electronic sign that **VP of Facilities & Services** spoke about, which also announces meetings and events each day and facts about the building.

X. Adjournment

Motion to adjourn meeting at 11:28am
Moved by Senior Rep, seconded by Grad Rep.

No opposed. No abstentions. Motion passed.

Approved by: Monica DiLullo



Respectfully submitted by: Natalie Ngu


