



Spartan Spirit Fall Festival and the Student Union Open House which showcased programs, services, and different centers located in the building. Some of the events scheduled in September include Flick N Floats and DIY Succulents. Spartan Recreation and Aquatics Center (SRAC) has had a daily average of 4,000 patrons come through the facility, Monday through Friday. Intramural sports will be starting towards the end of September and club sports teams are currently recruiting members. Water polo has their first competition on September 10th and the first swim meet will be on September 24th. Mr. Fetzer briefly discussed operating hours for the Labor Day weekend. SRAC will be participating in the university's employee health benefits and services fair in late September.

Mr. Banks explained that there is work being done on centralizing services amongst various facilities in areas that the Student Union manages. He introduced Donna Teutimez, Event Services Manager, and Leanne LoBue, Scheduling Supervisor, to discuss an overview on the system being used for scheduling Student Union spaces.

Ms. Teutimez discussed how to reserve a space using the EMS website. She explained that the website will go through each section step-by-step to make sure all applicable sections are completed before the request is submitted. There is also a Google form that can be completed to request a space for those who do not have an EMS account or people can come to Event Services to complete a request in-person. Ms. LoBue explained what happens once she has received the reservation request. She recommended submitting a request two to three weeks in advance especially for large events. Ms. Teutimez briefly reviewed the spaces that can be reserved through EMS which included the south campus recreation field. She explained that on the Student Union webpage, under Services and Resources, there is an event calendar that shows what spaces have been reserved each day.

Mr. Banks briefly discussed the scheduling process for the Event Center and that the President appointed a committee, Tamsen Burke, Executive Director, Student Union, Traci Ferdalogue, Senior AVP, FD&O, and Dedrea Palmer, Sr. Associate AD of Athletics, Athletics Facilities & Events, to look at a shared scheduling practice for the Event Center. The committee completed the 2022 summer and fall schedule and are establishing guidelines with five metrics based on user, space needs, and requests. They are also looking at the Student Union oversight and management of the Event Center through AV and Event Services. The targeted timeline to have a process in place to request a space in the Event Center is November 2022 to schedule for spring 2023. Long term goals of the committee include aligning processes, guidelines, and procedures, improving digital knowledge, collaboration and interfacing for all campus spaces/facilities.

Mr. Banks explained that there is work being done to make sure that keys to the Event Center that were previously handed out, have been returned and that FD&O's key request and approval process is

at the Event Center. Two options were considered based on the phased construction recommendation; custom build the units in the existing fan room or rooftop units. There was a recommendation to go with the custom build units which would be less invasive and a better option. The weight of the rooftop units would requih

Director Parekh asked for a motion.

Director Parekh asked if there were any objections to adjourning the meeting. Hearing no objections, the meeting was adjourned at 1:09 p.m.