

External Relations and Special Events
Post-pandemic Subcommittee Meeting Agenda & Minutes
October 7, 2021, 8-9:00 a.m.

Invitees: Robert Tenczar [Chair], Alfredo Barecenas, Carter Larson, Crystal Wymer-Lucero, Enrique Murillo, Jr., Rachel Beech, Jeanette Hazelwood, Pam Langford, Jesse Felix, Shawn Farrell, Ginny Stewart-Hattar

Present: Robert Tenczar [Chair], Alfredo Barecenas, Carter Larson, Crystal Wymer-Lucero, Enrique Murillo, Jr., Rachel Beech, Pam Langford, Jesse Felix, Shawn Farrell, Ginny Stewart-Hattar

Absent: Jeanette Hazelwood

1. Review of current Repopulation Guidelines for Events [Ginny Stewart-Hattar]
 - Ginny Stewart-Hattar led the subcommittee members through the updated/approved 'Guidelines for Events' as established by the CSUSB Repopulation Task Force. These included details and a discussion on:
 - Submitting EHS Plan
 - Vaccination Proof
 - Maintaining Digital Attendee List
 - Using Coyote Connection
 - Providing Health and Safety Requirement
 - Shawn Farrell discussed the current compliance protocols for CSUSB Athletic events/games, etc.
2. The sub-committee discussed the following questions:
 - a. How should we communicate to external organizations that the campus is open for special events and opportunities to host community gatherings.
 - i. The committee concluded that several internal factors need to be addressed so that when CSUSB is ready for a full return, we are prepared to offer the very best services. These include:
 1. CSUSB Space audit to develop a master list of available spaces
 2. Buddle price points in order to be viable partners with external stakeholders
 3. Review the current online protocols for reserving CSUSB space
 4. Re-brand SMSU in order to market to both on- and off-campus potential partners
 5. Develop ideas to increase programming in SMSU

- ii. It was noted that there is a current Events Committee [chaired by Ginny Stewart-Hattar] that is reviewing many of the suggestions the Post-Pandemic sub-committee are recommending. Plans to collaborate both committees are underway.
- b. How do we support and remove barriers for community members to come to campus and schedule events?
 - i. What can CSUSB do to promote health equity, so our recommended guidelines do not become punitive.
 - ii. How can we better provide clear and accurate information to educate community members about COVID-19 vaccines, raise awareness about the benefits of vaccination and address common questions and concerns.
 - iii. Develop a plan to become more integrated into the Inland Empire region. Develop innovative ways to become more connected with our region and our key partners.
 - iv. As new spaces come online, market CSUSB as the Central Hub of the region – the place that offers programming that will immerse our community in education.
 - v. Some questions to ask ourselves as we look into the future of event programming in a post-pandemic world:
 - 1. What are our intended outcomes?
 - 2. What are best practice strategies for engaging our region?
 - 3. Who is most likely affected by our committee's recommendations?

3. Wrap Up

4. Meeting adjourned at 9:00 a.m.