

Runner PC: n/a

## Meeting Minutes from March 30, 2022

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CALIFORNIA STATE UNIVERSITY, BAKERSFIELD  
RUNNERCARD COMMITTEE MINUTES  
Wednesday, March 30, 2022  
11:00 AM  
Zoom Conference

PRESENT: Rich Nelson, Information Technology Services  
Mike Brown, Antelope Valley Campus  
Crystal Becks, Housing  
Yvonne, Stallion, ITS Budget Officer  
Queen King, University Controller  
Steve Miller, RunnerCard Database Administrator  
Nick Stringer, RunnerCard Database Administrator  
Kamye Salyards, Administrative Support  
Cindy Goodman, Athletics  
Rubicelia Alvarez, Student Affairs  
Sandra Bozarth, Library  
Mari Gonzalez, University Police

ABSENT: Ashley Scott, Cindy Goodman, ASI President, Brian Leary

1. Call to Order – 11:04 AM. Meeting was called to order by R. Nelson.
2. Approval of Minutes – November 2021 meeting minutes approval. R. Nelson gave a brief overview of the previous meeting.  
  
Motion/Second/Approved: S. Miller made a motion to approve the November 2021 meeting minutes. M. Brown seconded the motion. The minutes were approved.
3. Announcements and Information
  - x N. Stringer announced that Aramark is working with ITS and Transact to make RunnerCard use available at the food trucks on campus. Progress is being made.
4. Approval of agenda – R. Nelson requested to add to the agenda: RunnerCard Access Control – Classroom buildings and student centric locations  
  
Motion/Second/Approved: S. Miller made a motion to approve the agenda. Q. King seconded the motion. The agenda was approved.
5. Old Business – No old business to discuss.
6. New Business  
  
Current Budget – Y. Stallion provided the current budget:  
Current balance is \$612,000, with a YTD revenue of \$128,000 and expenses of \$97,000.



Action Item: Email changes to policy to RunnerCard Committee in two weeks to be approved via email vote.

New RunnerCard Design – R. Nelson provided the new designs available for Photo ID.

- x The new cards have the option to add text to the back of each card.
- x Masks not allowed for students uploading their own photos.
- x Staff and students are not required to get a new card.
- x We are currently not in state compliance for what is required information on the back of the photo ID. Some items to consider:
  - o Suicide prevention info
  - o Sexual assault, domestic violence hotline
  - o Campus Police number

Action Item: All committee members – send email to R. Nelson with recommendations for standard information to be added to Photo ID cards.

RunnerCard Access Control – The recommendation was brought to the committee to process the change to access control on a building-by-building basis. The request is to utilize up to \$100,000 over a years' time to add RunnerCard access control to buildings with classrooms, academic guidance, and food centers.

- x Committee requested to vote on this item after more information is provided.
  - o Will department chairs be informed of the plans and have an opportunity to contribute to the plan?
  - o Food centers – is it necessary to include these areas?
  - o Consultations should be had with building owners before making the decision to move forward.
  - o All access control projects begin with Chief Williamson
  - o Policies regarding “Doors to remain unlocked during business hours” will remain in place.
  - o R. Nelson asked all committee members with concerns to email them to him so they can be addressed at the next meeting.

12:08 PM – Meeting adjourned.