



Associated Students, Inc.
California Polytechnic State University
UNIVERSITY UNION ADVISORY BOARD

Tuesday, October 7, 2008
3:00 p.m. UU 216

MEETING NOTES

VOTING MEMBERS PRESENT:

Carl Payne	UUAB Chair / Architecture
Joe Ciesinski	UUAB Vice Chair / College of Liberal Arts
Tiffany Fowler	CAFES
Brad Huge	College of Business
Lorin Torbitt	College of Architecture & Env'l Design
Sarah Storelli	College of Science and Math
Brian Gordon Kennelly (left at 4 p.m.)	Faculty Representative
Heather Josten	ASI President's Designee
Nima Salke (arrived at 3:30 p.m.)	Board Designee

VOTING MEMBERS ABSENT:

Scott Bloom	University President's Representative
Kim Gannon	Cal Poly Alumni Relations
Vacant	College of Engineering

VOTING MEMBERS PRESENT:

Dwayne Brummett	ASI Director of Business Services
Denise Gibbons	Business Analyst, Budget Office

NON-VOTING MEMBERS ABSENT:

OTHERS PRESENT:

Marcy Maloney	Director, ASI Programs
Ron Skamfer	ASI Assoc. Director for Facilities
Greg Avakian	Coordinator – Aquatics and Intramurals
Daren Connor	Asst. Director for Programs
Greg Avakian	Asst. Director for Programs -Rec Sports
Aria Niazi	Cal Poly student
Sarah Gagnon (left at 4 p.m.)	UU Administrative Student Assistant
Rolland Vasin, CPA (left at 3:34 p.m.)	Vasin, Heyn & Company

The meeting was called to order at 3:12 p.m.

1. Chair's Report (Carl Payne)

Approval of Joe Ciesinski as Vice Chair, UUAB

Carl described the duties of the UUAB Vice Chair, then announced the selection of Joe Ciesinski for the position. **Joe Ciesinski was approved as UUAB Vice Chair by unanimous hand vote.**

Audit Report

Dwayne gave an overview of the audit process, explaining that ASI is mandated to have an external review of the corporation's finances by an external firm. He introduced Rolland Vasin, CPA of Vasin, Heyn & Company. Rolland reviewed the audit report (Handout: *University Union of California Polytechnic State University, San Luis Obispo Financial Statements and Supplemental Schedules for the Year Ended June 30, 2008 and Independent Auditors' Report*).

Rolland reported that after reviewing the organization's books for consistent application of generally accepted accounting principles and auditing standards, "the organization is in a strong financial position" with no remarkable findings and no compliance deviations for the year. He thanked Dwayne and the Accounting Department staff for their cooperation.

Dwayne explained that this report was already accepted into the record at the summer Board meeting (which also serves as the summer UUAB meeting), but he felt that it was important to bring it before the entire group for informational purposes. He noted that the results of "no findings" for two years in a row is a testament to the quality of the ASI Accounting staff.

One on Ones

Carl asked that everyone check their Open Time calendars and confirm their attendance at their scheduled one-on-one meetings with him. For your meetings, please come prepared with information on when your college council meets and the major clubs and organizations in your college.

Facilities Trip

Carl announced that UUAB will tour southern California student unions, paying special attention to the use of new technology in the facilities as well as impact planning for the UU Remodel. Carl asked that members let him know their preferred date (October 24-25 or November 7-8).

Interest Forms

Carl distributed Interest Forms and asked members to complete and return them to him. These will aide him in assigning projects later in the year.

Engineering Representative Vacancy

Carl stated that the application deadline for the UUAB Engineering Representative has been extended to Thursday.

2. Executive Director's Representative Report (Dwayne Brummett)

Dwayne reminded the group, on Rick's behalf, of the important role of the UUAB in ensuring that we are providing the students what was promised with the Recreation Center Expansion. He added that communication with students will be essential so that we have their input and so that they know what is going on during the many facilities projects that ASI is undertaking.

3. UU Staff Representative Update/Discussion (Daren Connor)

Daren submitted his report in advance of the meeting with the agenda:

ASI Events

- WOW Block Party – September 19
- WOW Concert – September 19
- UU Gallery – ASI Events: Concerts Showcase
- What's New Tour – September 22 – September 26
- Concerts in the Plaza – Iration – September 25
- Starbucks Ribbon Cutting Ceremony – September 25
- Concerts in the Plaza – The Silent Comedy October 2
- Comedian Dan Smith – October 2

Club Services

- Redesign of Club Services Web Page to include sections on Independent Student Organizations, event planning, and education.
- Online Chartering process
- Online E-Plan process
- Development of ISO training, manuals and advisor tools
- Update infrastructure of Club Services to streamline processes while increasing education and communication

Misc.

- Student Manager Training – September 4th, 5th and 8th
- ASI Student Staff Kickoff – September 20

Chumash Challenge

- 43 WOW workshops.
- Numerous bookings for upcoming elementary and middle school programs

Poly Escapes:

- 25 trips are planned for fall.
- 70 applicants for front line
- 40 applicants for wall positions

Craft Center

- Five new staff were hired and in place for fall
- 60 students have enrolled in surfboard shaping classes
- Skateboard classes are almost full
- 120 students are enrolled in 35 classes

Graphics and Marketing

Fall 08 graphics projects:

- 7 graphic designers have completed fall graphics projects, including Dusk 'til Dawn, Topo Map system, Sports Complex turf, IM Tournaments, Winter Craft Sale and ASI Annual Report.

Daren highlighted the completion of the online e-plan process, which will make reservations easier and more efficient for the students. So far, 164 e-plans have been submitted this quarter, all paperless. He commended Daryl Okada and Anthony Colvard (ASI IT) and Jessica Twaddle, Michelle Curro and Becky Kennedy (Club Services) for their work on this project.

4. Rec Center Staff Representative Update/Discussion (Greg Avakian)

Greg submitted his report in advance of the meeting with the agenda:

General

Rec Center hosted WOW activities the week of September 15 - 19
35 WOW groups used facility for inner-tube water polo, racquetball & sand volleyball

Memberships: As of 9/30/08: Fall 2008: 327 (Fall 2007: 306) Gate numbers: 40,227 (September 08)

Quarterly Rec Center Memberships will be reduced to 50% beginning November 3.
Change in Annual Membership. Due to upcoming Recreation Center construction project and the potential impacts to members, ASI has stopped selling annual memberships and is only selling quarterly memberships.
25 new student hires for Recreational Sports (excluding IM Officials)

Aquatics

Summer Youth Swim Lessons had 452 participants over the 8-week program
Summer Pool attendance (excludes youth swim lessons): 16,144 (13,920 = 2007)
Pool usage stats for September:
Fall Aquatic Classes began Sept 22: Masters (23). Beg/Int: (10), SCUBA (5)
Due to the Anderson Pool being closed for renovation, Cal Poly Swim Team, Kinesiology classes, and Club Sports have been scheduled at the Rec Center Pool for the Fall and Winter Quarters.
New backstroke flags, replacement lane lines and water basketball backboards/hoops were purchased and put in place.
September pool usage: 7,432 (2007 = 5,074)

Intramurals

Summer IM Sports: 3x3 Basketball, 4x4 Sand Volleyball, 6x6 Soccer: 60 teams
IM Sports registration began Sept 26, however due to internet network outage, three registration times were moved to Monday, September 29. All leagues start the week of October 5th.
Current IM Registration is at 354 teams (333 teams Fall 2007)
Basketball
Dodgeball
Softball
Speed Soccer
Tennis
Volleyball
Mark Reuling Volleyball Tournament – Friday, October 10.
IM Sports student staffing will be nearly 90 staff (12-IM Sups & 75-Officials)

Fitness

All programs began on September 22. Classes were free the first week.
5 Instructional courses (Hatha Yoga, Karate, Capoeira, Tae Kwon Do, Hapkido): 50 people registered. October 10 is the last day to register.
32 Exercise class times offered during the week (9 different types of classes). Free Saturday and Sunday classes all quarter.

Exercise Class Passes Sold as of 9/30/08--Quarter = 213, Year = 83, Noon = 11, ASI = 4,
Day Pass = 13
Personal Training—8 new sessions sold
Currently hiring Certified Personal Trainers

Greg added that Robyn Claborn was hired as Intramurals Coordinator. He also encouraged everyone to participate in the Mark Reuling Volleyball Tournament on October 10; this event is presented in collaboration with Health Services to promote depression awareness.

5. Facilities Staff Representative Update/Discussion (Ron Skamfer)

Ron reported on facilities projects undertaken during the summer:

The windows have been replaced in half of the University Union for increased efficiency.

The Sports Complex synthetic turf project started in July and is $\frac{3}{4}$ complete. The anticipated completion date is the end of November. Carl added that a sample of the turf is available for viewing in Ron's office and will be displayed in the Recreation Center. In response to a question, Greg reported that impact of the delay on Intramurals was minimal. (No upper field activities were scheduled; two tournaments may have to be rescheduled).

Starbucks construction in the UU was completed in time for the start of WOW week. It has proven to be very popular.

The gym floors in the Recreation Center were refinished.

The stairs above El Corral were resurfaced with an epoxy coating for safety because they were becoming slippery.

The stained ceiling tiles in the women's downstairs restroom in the UU were replaced.

Clay was added to the infields of the softball fields to improve the quality of the soil.

The hours of the UU have been expanded on a trial basis for fall quarter (handout: University Union Building Hours 2008-2009). With more people living on campus, and Starbucks's requirements, the building will be opened an hour earlier and close an hour later. Staff will assess the results after fall quarter.

Ron and Greg distributed ASI Facilities magnets to the group; these are being distributed to the Cal Poly community to refer them to the website for information on all ASI facilities projects.

6. Discussion Item: Project Updates - Rec Center, Plaza, UU Remodel

Carl distributed two handouts (Handouts: *Talking Points/Information for Recreation Center Expansion Project – Think Bigger* and *Recreation Center Expansion Planning Principles*). He asked the group to review them in preparation for the next UUAB meeting which will focus on the Recreation Center Expansion project.

7. Discussion Item: Impact Research - College Councils, Clubs, Organizations

Marcy informed the group that staff will be seeking their input regarding the impact of the Recreation Center Expansion to all aspects of the campus. Carl added that attending college council meetings and becoming acquainted with the biggest clubs in each department will be critical in order to be able to provide the students' voice in this project.

8. Discussion Item: FAQ's for Facility Website

Carl led a brainstorming session in order to provide Judie with some questions to post on the FAQ section of the facilities website:

What facilities will be open?

When will they be open?

How long does the fee last? Will it increase each year?

What were the Top Ten reasons for supporting the Rec Expansion? (for incoming freshmen who were not here)

What was the result of the referendum? (again, for new students)

How many new machines and free weights will there be?
How long will construction take?
Since the soccer fields are gated now, where can people play if they are not in Intramurals (i.e., for open recreation)?
What impact will construction have on fitness classes currently offered?
What are the sustainable features being planned?
What are the construction phases?
When the exercise room is closed, can students use the one at Poly Canyon Village?
Will activities and classes be relocated? Where to?
How have students been involved in the design process?
Where/how can I provide input?
How are LEED standards being followed?
Will there be a juice bar?
Will there be wireless capabilities?

Carl stated that he will send the contents of the web pages to the group and asked that any additional questions, ideas or feedback be emailed to him.

Dwayne added that it is very important for ASI to have student input on the web content.

9. Announcements

10. Adjournment

The meeting adjourned at 4:21 p.m. to the front of the University Union for group photos.