



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

Tuesday, February 10, 2009  
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                                     |
| Lorin Torbitt                       | College of Architecture & Env'l Design    |
| Sarah Storelli                      | College of Science and Math               |
| Max Chellemi (arrived at 3:17 p.m.) | College of Engineering                    |
| Zach Grannis                        | College of Business                       |
| Nima Salke                          | Board Designee                            |
| Scott Bloom (arrived at 3:15 p.m.)  | University President's Representative     |
| Heather Josten                      | ASI President's Designee                  |

**VOTING MEMBERS ABSENT:**

|                   |                           |
|-------------------|---------------------------|
| Brian G. Kennelly | Faculty Representative    |
| Kim Gannon        | Cal Poly Alumni Relations |

**NON-VOTING MEMBERS PRESENT:**

|                 |                                   |
|-----------------|-----------------------------------|
| Dwayne Brummett | ASI Director of Business Services |
|-----------------|-----------------------------------|

**NON-VOTING MEMBERS ABSENT:**

|                |                                 |
|----------------|---------------------------------|
| Denise Gibbons | Business Analyst, Budget Office |
|----------------|---------------------------------|

**OTHERS PRESENT:**

|                                  |                                    |
|----------------------------------|------------------------------------|
| Daren Connor                     | ASI Asst. Director for Programs    |
| Ron Skamfer                      | ASI Assoc. Director for Facilities |
| Greg Avakian (left at 3:40 p.m.) | ASI Asst. Director – Rec Programs  |
| Missi Bullock                    | Coordinator – ASI Programs         |

The meeting was called to order at 3:10 p.m.

**1. Chair's Report (Carl Payne)**

Updated images of the UU Plaza design were received today from Omni Design; they were shown to the group along with updated floor plans of the Recreation Center Expansion. Carl reported that both projects are on schedule.

Facilities Website Changes / Blog Schedule and Expectations

Carl stated that Joe has been updating the blog. A schedule will be emailed to members. Carl requested that everyone encourage friends and classmates to visit the website and ask questions so that it can be as interactive as possible with frequent updates.

Dwayne stated that only one comment has been received so far on the blog and encouraged everyone to participate to keep it interesting for the students.

#### Facilities Policies

Carl advised that the UU Facility Policy which was updated by last year's UUAB has been posted on the ASI website. Check the policy online for answers to any policy related questions.

#### Facilities Projects vs. University Projects:

Carl reminded the group that ASI facility projects are the Recreation Center Expansion, the UU 2<sup>nd</sup> Floor Remodel and the UU Plaza Renovation. Other projects, including the closing of Perimeter Road, are University projects.

Carl asked that anyone interested in serving on the Art Acquisition Committee contact him. The committee is also in need of an expert, such as a professor, to provide expertise.

#### Board Updates

Please RSVP for the Etiquette Dinner to be held on March 9.

The Board will be conducting a safety walk on Feb. 25 at 6:15 p.m.; the planning meeting is tomorrow at 5 p.m. If interested in participating, contact Carl. Greg suggested that Josh be notified of any findings as he is ASI's representative on the Campus Safety Committee.

Nima reported that the Board will be conducting outreach on Thursday in the UU Plaza. All members are asked to wear their Student Government polos on that day.

Zach added that ASI will be hosting CSSA at Cal Poly in May so that the Board can have an opportunity to see what CSSA is and how it works.

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

Dwayne provided a status report on several ASI facility projects:

- UU 2<sup>nd</sup> Floor Remodel: Cost estimates received are significantly higher than anticipated. The project will be brought to UUAB in a few weeks to decide on the next steps.
- Recreation Center Expansion: A new committee has been created to discuss what needs to happen before construction begins. Committee members include staff from IT, Human Resources and Accounting.
- Chumash ADA Lift: An ADA-compliant lift is being installed behind the stage in Chumash Auditorium. This is an important project to ASI and the University.
- Facilities Projects Presentations: A centralized repository is being created for ASI facilities projects presentations. This will ensure that presentations given to College Councils, University departments and student organizations all contain accurate and consistent information.

Dwayne reported that the hiring process for a new Accounting Technician is almost complete with an estimated start date of March 1.

The UltiPro Human Resources Information System software will be rolled out in the summer. This system will help us manage HR data, performance appraisals and payroll timekeeping.

Budgets have been completed and submitted to Dwayne and Rick for each area of ASI. They will be compiled and brought to UUAB for review next month.

Dwayne presented a proposal from Rick (handout: memo dated Feb. 6, 2009 from Rick Johnson to Carl Payne) to move reallocate two spaces in the University Union: UU111F across from Poly Escapes would be renovated for Rose Float to occupy until June 2011; UU209, currently the Rose Float office, would be redesignated as the Pride Center (Student Life & Leadership).

The Pride Center, created in 2003, has been housed in a trailer adjacent to Building #52, which is deficient because it has no connection to student traffic patterns and is therefore not a part of campus life.

UUAB is currently exploring alternative commercial uses for UU111F. Once a long-term commercial venture is ready to move in to UU111F, a new location for the Rose Float Office will be identified, most likely in the proximity to the UU Epicenter.

**After discussion, there was no opposition to the proposal to reallocate two spaces in the University Union, and the group approved use of UU111F by the Rose Float and relocation of the Pride Center into UU209 by unanimous voice vote.**

**UUAB also approved \$9,000 funding for the renovation of the two spaces.**

Carl will notify Rick of this approval so that the renovation and relocation can occur during spring break.

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

Daren 's report was presented in writing before the meeting (attached to the agenda):

#### Craft Center

Plans are underway to move all surfboard blanks into the Craft Center. The university is investigating the seismic implications of hoisting the boards over the main floor at the entrance. A permit for installing overhead storage will follow if approved.

Skateboard deck building workshops have grown in popularity due to the sustained efforts of a talented instructor who has developed a highly efficient teaching strategy which enables students to complete their boards (including mounting trucks and wheels) by the end of the sixth class.

Rick Shreve is teaching woodshop safety classes during the 2<sup>nd</sup> and 3<sup>rd</sup> weeks of the quarter.

The surfboard shaping program has reached a peak in growth limited in large part by the board storage capacity of the Craft Center.

#### ASI Events

Identifying alternative locations on campus for clubs to move to when the UU Plaza is under construction.

Identifying alternative locations on campus for musical entertainment and special events to take place. After identification of locations is complete, a SWAT analysis of all locations will be completed.

During January, ASI Events was able to collaborate with multiple departments on campus including: University Housing, the Multi Cultural Center and Cal Poly Arts. While some of these relationships have existed in the past, the collaborations and support that was created with the Inauguration and NWC event will also take us into the future. The success of the NWC event was not measured by the number of attendees in Chumash, but rather from what the audience was able to take from the event. The response from the event has been overwhelmingly positive.

#### Club Services

The educational material sent out in January outlined the two different club funding options we offer, and the steps a club needs to follow in order to receive the funding.

#### Chumash Challenge

Access to Chumash Challenge is only available Fridays, Saturdays, and Sundays due to Stenner Creek Road closure for the Nacimiento Water Pipeline construction. Chumash Challenge workshops will only be scheduled Friday-Sunday.

Off-site staff training at Dairy Barn, January 12

New hire High Ropes Training, January 17

On-site staff training, January 24

6 workshops January 2009; (3 Cal Poly Groups, 3 community/government)

#### Poly Escapes

General Meeting, January 6, 50 participants

Trips:

|                                |                  |                 |
|--------------------------------|------------------|-----------------|
| Soft Skills Training Trip      | January 9-11     | 22 participants |
| Mountaineering Training Trip   | January 16-19    | 10 participants |
| Cabrillo Rock Climbing         | January 17       | 8 participants  |
| Sespe Hot Spring Backpacking   | January 23-25    | 8 participants  |
| Death Valley Canyoneering      | January 30-Feb 1 | 9 participants  |
| Willets Hot Spring Backpacking | January 30-Feb 1 | 7 participants  |

Daren encouraged everyone to attend the ASI Flix showing of "Zack and Miri Make a Porno" tonight at 8:00 p.m. in Chumash, and Chase McBride at Concerts in the Plaza on Thursday at 11:00 a.m.

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

Greg 's report was presented in writing before the meeting (attached to the agenda).

#### General

Winter Quarter Memberships: 337 to date (2008 = 234)

Rec Center Door access for January : 67,605 (2008 = 59,770)

Two new Front Line staff hired

The educational-outreach presentation is nearly complete to begin providing staff customer service information regarding the upcoming Rec Center Expansion project.

#### Aquatics

SCUBA Course is scheduled to begin on February 18. Space still available

Masters swim class enrollment: 35; Intermediate Swim: 6

Cal Poly Women's Water Polo hosted 8 teams at the Rec Center Pool on the weekend of Jan. 31 –Feb. 1.

Rec Center Pool hosted the Cal Poly Swim Meet on February 6 against University Pacific

### Fitness

Over 530 fitness passes have been sold (as of Jan. 31)

All fitness programs and instructors were evaluated the week of Jan. 26 to assess the instructors and program participant satisfaction levels.

The Personal Trainers Series concluded on Sunday 2/8. Six free evening sessions were offered during the first part of winter quarter. Look for a new series for spring quarter.

### Intramurals

IM Tournaments:

February 6: 3x3 Basketball

February 7 & 8: Flag Football (Men's and CoRec)

February 20: Table Tennis

February 24: Racquetball

March 4: Big West Shoot Out

Daren added that there are still 4 spaces left in the SCUBA class. Flag Football scheduled for Feb. 28 – Mar. 1 was cancelled due to rain and will be rescheduled.

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

Ron's report was presented in writing before the meeting (attached to the agenda):

Completed another PESA training (Practical Emergency Scenario Assessment) with the Facility Supervisors and Event Supervisors. The training was held on Jan. 24 in Chumash Auditorium.

Provided audio visual support for the N\*W\*C event in Chumash Auditorium. The AV techs were able to provide complete lighting for their event including audio. The event was a HUGE success.

Hosted and projected the Inauguration Festivities in UU220 and UU221 (San Luis Lounge). Both rooms were full of students and staff waiting to experience history in the making.

Housed a 2-day Job Fair and a Society of Civil Engineer's Job Fair in Chumash Auditorium all in the same week.

### University Union

Updated the wireless system in Chumash Auditorium since the current wireless system frequency would not be compatible with the new television signal upgrade.

Repaired toilets in the men's and women's restroom on the upper level of the UU

Hung blinds in the surf boards shaping room

### Recreation Center

Replaced broken hinge on racquetball court #2

Replaced pads on south east basketball board

Serviced pool heater #1

Setup/breakdown and staffed Fencing Tournament

Staffed two Rugby games

Ron added that all three upper fields at the Sports Complex has been carpeted and lined. Two of the fields still need to be leveled. The goal is to have the turf fields ready for use by spring quarter.

## **6. Discussion Item: Mustang Express Retail Space Research**

Carl stated that the first floor of the UU was prioritized by UUAB for retail space. Student input is needed regarding what retailer ASI should offer in the space formerly used by Mustang Express. He asked all members to gather suggestions and bring them back to the group. As much

information as possible should be gathered with the goal of utilizing the space as successfully as the Starbucks space has been.

Carl asked Sarah to coordinate the use of large sign boards for students to write on during UU Hour in the Plaza.

#### **7. Discussion Item: UU Plaza Umbrellas**

Carl passed photos and information about large umbrellas and shade structures that could be used to add shade, shelter and color to the Student Marketplace area of the renovated UU Plaza. He explained that a decision is needed concerning the desirability of this type of structure because the UU Plaza design is almost complete, and would need to include sleeves built into the concrete for easy installation.

**Without objection, the UUAB requested that ASI continue to explore with the architects the installation of moveable, portable shade structures.**

#### **8. Announcements**

#### **9. Adjournment**

The meeting adjourned at 4:16 p.m.