

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

#16-03 University Union Advisory Board Meeting Minutes

October 29, 2015

1:11 p.m. University Union 216

Voting Members Present:

Sevelyn VanRonk, Chair/College of Liberal Arts

Ali Spina, Vice Chair/College of Liberal Arts

Annalee Akin, Board of Director's Designee

Anthony Haddad, ASI President's Designee

Michael Hurdelbrink - Orfalea College of Business

Kyle Jordan - College of Agriculture, Food & Environmental Sciences

Kaelan Sobouti - College of Engineering

Michelle Wong - College of Science & Mathematics

Voting Members Absent:

Joel Neel, University President's Representative

Vacant, College of Architecture & Environmental Design

Vacant, Faculty Representative

Vacant, Alumni Representative

Non-Voting Members Present:

Dwayne Brummett, Executive Director Designee, ASI

Lindsey Lee, Business Services Coordinator, ASI

Janice Manzo, Administration & Finance Designee

Guests Present:

Alian Ali, Muslim Student Association

Greg Avakian, Director, ASI Recreational Sports

Que Dang, Cross Cultural Center, Multi-Cultural Center

Katelyn Twomey, Green Team Member

I. Call to Order

A. Meeting #16-03 called to order at 1:15 p.m.

- II. Flag Salute
- III. Letters & Roll Call
 - A. No letters received.
 - B. Quorum was achieved.
- IV. Open Forum
 - A. None.
- V. Approval of Minutes
 - A. Motion #1 (Haddad/Sobouti) “Move to approve meeting minutes #16-02 from October 15, 2015.”**
 - B. Motion passed unanimous voice vote.**
- VI. Reports
 - A. Chair’s Report - Sevelyn VanRonk
 - 1. UU Project Update
 - a) The UU Project Advisory Committee met to discuss the University Union renovation project. Twenty two students from a broad cross section of campus (i.e. Cross Cultural Center) met for two hours to brainstorm and discuss the top priorities of the UU Project. The UU Project Advisory Committee will meet again (TBD) to follow up on the project development and status.
 - 2. Social Events
 - a) Sevelyn reported on upcoming social events for Student Government. In November, UUAB will have a “Friendsgiving” dinner. There is also a Winter Social planned. Sevelyn asked committee members if they were interested in another social event before year end. Suggestions were asked for and received.
 - B. Executive Director’s Representative - Dwayne Brummett
 - 1. Dwayne stated that he would be presenting on the Annual Audit and Capital Expenditure reports later in the meeting.
 - C. University President Representative’s Report - Joel Neel
 - 1. Absent.
 - D. Faculty Representative’s Report
 - 1. Vacant.
 - E. Alumni Representative’s Report
 - 1. Vacant.
- VII. Old Business
 - A. Consideration of Art Donation to University Union: Discussion Adding New Art to UU
 - 1. Ali opened the discussion by stating that further research needs to be done before considering the piece of art. She suggested that to ensure

that we are acting in accordance with campus policies and guidelines for art donations, we table this discussion and consideration of the piece until more research can be done with the University Art Committee. Anthony and the UUAB Art Committee will do research on ASI policy with regard to accepting art.

a) Motion #2 (Spina/Jordan) "Move to lay on the table the consideration of the Art Donation to the University Union until further information can be provided."

b) Motion passed voice vote, 6 in favor, 1 abstention.

B. Consideration of Revised Recreation Center Eligibility Guidelines: Recommendation to update Recreation Center Memberships Eligibility Guidelines

1. The updated Eligibility Guidelines were not available for the meeting.

a) Motion #3 (Haddad/Jordan) "Move to postpone definitely item B of Old Business Consideration of revised Recreation Center Eligibility Guidelines to November 12th, 2015"

b) Motion passed unanimous voice vote.

C. Media Talk Follow-up.

1. Sevelyn asked for feedback on the Media Talk from UUAB Workshop - #16-03, October 22, 2015. Members gave favorable responses and suggested that it be an annual training event, possibly a quarterly training event.

D. Poly "P" Discussion

1. Sevelyn reported that the Grand Opening of the Poly "P" would take place on November 16, 2015 from 9:00 a.m. - 10:30 a.m. Sevelyn talked to Cal Poly Athletic Director Don Oberhelman, who is excited about the iconic symbol of Cal Poly being restored and agreed to support the contest through Cal Poly athletics.
2. Kaelan reported that the invitation and poster for the Poly "P" Grand Opening have been designed. They will be reviewed by the ASI Graphic Design team to insure compliance with ASI policy in regards to using the ASI logo correctly.
3. Dwayne reported that signage for the Poly "P" is in progress. The designer is working with UUAB's input.

E. UUAB Facilities Trip Report Discussion

1. Ali and Kaelan have been working on a report compiling all the data collected during the recent UUAB Facilities trip. Additions to the report are due Tuesday, November 3, 2015.
2. Sevelyn asked for suggestions on how to make the report better. It needs to be accurate and informative as it will be read by many during the upcoming months.
3. Sevelyn suggested that a peer review take place within the UUAB committee to proof each other's reports for content and accuracy. On Thursday November 5, 2015, reports will be distributed for review via email.
4. Discussion followed on the formatting of the report.

F. Greenovations Ideas and Discussion

1. Anthony did research on motion sensor activated lights in the UU. He read his findings and made suggestions. Discussion followed. Kyle offered to help Anthony with additional statistics for the report. The project is limited to the UU only.
2. The Greenovation Grant is due on Friday November 6, 2015 and is for \$1500.
 - a) **Motion #4 (Jordan/Sobouti) “Move to approve the Greenovations grant proposal for motion sensor lights (with possibility of timing functionality) for the UU.”**
 - b) **Motion passed unanimous voice vote.**

VIII. New Business

A. Review Annual Audit – Dwayne Brummett

1. Dwayne explained the audit process providing context and explanations while reviewing the year end 2015 audit report prepared by Vasin Heyn & Co.

B. Review Capital Expenditure Report for Spring and Summer – Dwayne Brummett

1. Dwayne presented the Capital Expenditure Report and explained that it is presented quarterly. It represents purchases that are over \$5000 and items with a life longer than one year.

IX. Liaison Reports

A. Staff reports

1. Reports given.

B. Board / President’s Designee Report

1. Report given.

C. University Wide / Academic Senate Committee Report

1. Report given.

D. Student Club Council Report

1. Report given.

X. Announcements

XI. Adjournment

A. Motion #5 (Wong/Sobouti) “Move to adjourn meeting #16-03, October 29, 2015.”

B. Motion passed unanimous voice vote. Meeting adjourned at 2:51 p.m.