

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

## **#17-07 University Union Advisory Board Meeting Minutes**

February 2, 2017

2:10 p.m. University Union 219

### **Voting Members Present:**

Kaelan Sobouti, Chair

Kate Granlund, Vice Chair

Haley Stegall, ASI President's Designee

Jun Bang, Board of Director's Designee

Madison Albiani, College of Agriculture, Food & Environmental Sciences

Kyle Ennis, College of Engineering

Matthew Lem, Orfalea College of Business

Natalie Montoya, College of Architecture

Donna Seo, College of Science & Mathematics

Joel Neel, University President's Representative

### **Voting Members Absent:**

Ellen Cohune, Alumni Representative

### **Non-Voting Members Present:**

Marcy Maloney, Executive Director, ASI

Lindsey Lee, UUAB Advisor

### **Non-Voting Members Absent:**

Matt Ryan, Administration & Finance Designee

### **Guests:**

Dwayne Brummett, Associate Executive Director, ASI

#### I. Call to Order

A. Meeting #17-07 called to order at 2:11 p.m.

#### II. Flag Salute

#### III. Letters & Roll Call

A. No letters received.

B. With 10 voting members present, quorum was achieved.

#### IV. Open Forum

- A. Natalie Montoya stated that students have asked her about gender neutral bathrooms in the UU. Dwayne indicated that he would be covering that topic in his Deferred Maintenance Report.
- V. Approval of Minutes
- A. Minutes were reviewed.
  - B. Motion #1 (Bang/Seo) “Move to approve meeting minutes #17-06 from January 19, 2017.”**
  - C. Discussion – None.
  - D. Motion passed unanimous voice vote.**
- VI. Reports
- A. Chair –Kaelan Sobouti
    - 1. Kaelan stated that he recently attended the Academic Senate meeting. The campus office hour policy was discussed and plans are underway to improve the policy.
    - 2. Kaelan reminded members of appropriate use of ASI Student Government email signatures and discretion when stating personal opinions.
    - 3. ASI management staff is currently working of the strategic plan for the next five years.
    - 4. Three past UUAB members currently working for Apple will be joining members during the Apple tour.
    - 5. Dress for the Facilities Trip is casual.
  - B. Executive Director– Marcy Maloney
    - 1. Marcy yielded the floor to Dwayne Brummett.
    - 2. Dwayne gave the Deferred Maintenance Report which highlights specific areas in ASI managed facilities that are scheduled for upgrades, replacement, and repair over the next several years.
  - C. University President’s Representative – Joel Neel
    - 1. Joel invited members to go to the Cal Poly Facilities Planning & Capital Projects website for information on projects.
  - D. Faculty Representative
    - 1. Vacant.
  - E. Alumni Representative – Ellen Cohune
    - 1. Absent.
- VII. Old Business
- A. None.
- VIII. New Business
- A. Outreach Plan for Poly “P” Reservations
    - 1. Discussion on a possible outreach plan to market Poly P reservations.
      - a) Discussion of ways to disseminate information to students followed.
      - b) Marcy suggested that PR & Communications Coordinator Dora Mountain be invited into the conversation.
      - c) Kaelan asked members to bring ideas to the next workshop.

## IX. Liaison Reports

### A. Staff

1. Facilities Liaison Report: University Union, Donna Seo
  - a) Donna met with Daren Connor, Assistant Director – Facility Operations UU.
  - b) Craft Center – No updates.
  - c) Mustang Lanes - ASI Events hosting Trivia Night at Mustang Station.
  - d) Contract/Subleases – University is providing Chase Bank air-conditioning over the summer.
  - e) UUAB Update - Three sign companies are working together to create new signs for the UU (similar to Rec Center murals, ADA compliant and cohesive). Flagpole in UU Plaza may be replaced with pole that is twice the height of the current one because the flag gets stuck in the trees. The Cal Poly Grounds team has been cutting the trees to alleviate this problem for now. The Sports Complex flooded last week due to the rain, but there was no major damages. Also, the Sports Complex is getting a new electrically-operated Field Vehicle.
  - f) Other –
    - (1) Custodial - Two new student custodians have been hired. The team is looking to hire a lead student custodian by the spring.
    - (2) Service Request System - There has been an increase in room reservations around the UU and the Rec Center.
2. Facilities Liaison Report: Recreation Center
  - a) Kyle met with Robyn Clayborn, Assistant Director – Facility Operations Rec Center
  - b) Workout Machine Data - The Rec Center is considering getting "Kinect 2" software, which would report which machines need to be fixed, and also how many people use each machine over a certain period of time. All machines were cleaned top to bottom over Winter break.
  - c) Pool Data – No new data.
  - d) Guest Feedback - A guest recently reported that fans need to be placed for air circulation around the bikes in the front of the upstairs of the Rec Center. New fans will be installed when the floors are replaced.
  - e) Fitness Classes - Large increases have been observed in renting out private classes.
  - f) UUAB Update - Marketing campaign updates; discussed making a graphic for which times are most impacted in the Rec Center.
  - g) Facility Projects - New scoreboards have been put in the main gym. The glass door to the basketball gym at the front of the Rec Center should be replaced over the coming days.
3. Recreation Center Programs Report
  - a) Maddie met with Nancy Clark
  - b) Aquatics Program – No update.
  - c) Fitness Program - Full variety of classes was offered Winter Break at a lower quantity.

- d) Intramural Updates - Fusion was tested in preparation for registration. The process went much better this time. Hired 13 new officials for the quarter. Dodgeball tournament February 3<sup>rd</sup> and Racquetball Tournament March 3<sup>rd</sup>.
  - e) Membership - Winter break averaged 322 entries per day. Total student membership 20,490, Non Student membership 1550.
  - f) Poly Escapes - Trips have been cancelled or rescheduled due to wet weather.
  - g) UUAB Updates - Discussed the UUAB marketing project and Donna's marketing of Rec Center and its programs.
- A. Board of Director Designee - Jun Bang
    - 1. Corporation Update: VG's construction coming up soon
    - 2. Provost: Dean search
    - 3. Jana: Student success fee committee (talk to your representative), Pedestrian safety as a budget goal.
  - B. President's Designee - Haley Stegall
    - 1. Topics of Discussion - Jana is interviewing for the open Cabinet position and will likely have someone by the end of next week. Jana reported that SCLC is appreciative of the student advocacy displayed in the city regarding safety enhancement zone amendments. In the Student Success Fee Committee meeting, there was a proposal to renovate the second floor of Building 38. Jana is on the search committee for the Vice President of Chief Diversity Officer. Fireside Chats will be posted on Facebook as soon as Michelle Crawford approves.
    - 2. Other - Since the San Luis Obispo City Budget Forum, the city has placed lighting improvements on its budget agenda. Lock, Lights, Life. Campaign posters are printed. Over 200 posters will be put up on and off campus this weekend. The Good Neighbor Mailer is in its final edits. 5,300 copies are being sent out to homes in the communities surrounding campus. The mailer includes information about city regulations and ordinances that affect students most, as well as a message from Jana and Cuesta AS President. Kayla is planning Mental Health Awareness Week for March 6-9th and are partnering with REAL. Michelle is looking into the ability to use the title "Buck the Stigma." Kayla and Madison are working on It's On Us campaign and plan for it to be the first week of spring quarter.
  - C. University-wide / Academic Senate Committee
    - 1. No reports.
  - D. Student Club Council
    - 2. Reports Given.
- II. Announcements
    - A. Announcements given.
  - III. Adjournment
    - A. Meeting adjourned at 3:31 p.m.

Submitted by: \_\_\_\_\_

Date: \_\_\_\_\_

*Davia Rusco, ASI Administrative Assistant*

*Submitted by:* \_\_\_\_\_

*Date:* \_\_\_\_\_

*Kaelan Sobouti, UUAB Chair*