

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

#17-10 University Union Advisory Board Meeting Minutes

April 6, 2017

2:10 p.m. University Union 219

Voting Members Present:

Kaelan Sobouti, Chair

Kate Granlund, Vice Chair

Madison Albiani, College of Agriculture, Food & Environmental Sciences

Jun Bang, Board of Director's Designee

Ellen Cohune, Alumni Representative

Kyle Ennis, College of Engineering

Matthew Lem, Orfalea College of Business

Natalie Montoya, College of Architecture

Joel Neel, University President's Representative

Donna Seo, College of Science & Mathematics

Haley Stegall, ASI President's Designee

Voting Members Absent:

None

Non-Voting Members Present:

Lindsey Lee, UUAB Advisor

Marcy Maloney, Executive Director, ASI

Non-Voting Members Absent:

Matt Ryan, Administration & Finance Designee

Guests:

Dawn Annoni - ASI Human Resources

Becky Kane - ASI Human Resources

Riley Nilsen - ASI Chair of Board

- I. Call to Order
 - A. Meeting #17-10 called to order at 2:11 p.m.
- II. Flag Salute
- III. Letters & Roll Call
 - A. No letters received.

- B. Silent roll taken.
- IV. Open Forum
 - A. Natalie stated that she submitted the resolution for feminine hygiene products.
- V. Approval of Minutes
 - A. Minutes were reviewed.
 - B. **Motion #1 (Montoya/ Stegall) "Move to approve meeting minutes #17-09 from March 2, 2017."**
 - C. Discussion – Kaelan stated that some administrative changes had been made to Motion #5 and members reviewed and approved that section.
 - D. **Motion passed unanimous voice vote.**
- VI. Reports
 - A. Chair –Kaelan Sobouti
 - 1. Mustang Station
 - a) Kaelan reported that there have been 2 meetings with Cal Poly Corporation on the Mustang Station project. Natalie and Haley will be involved in this project.
 - 2. Cross Cultural Centers Project
 - a) Kate and Donna have been appointed as representatives on the Advisory Council for this project.
 - 3. Parking Permit Allocations
 - a) Kaelan stated that the new campus policy on parking permit allocations for freshmen has come out. Anyone who is interested should see Kaelan for more information.
 - 4. Marketing and Branding Ad Hoc Report – Kate Granlund
 - a) Kate reported that this group is meeting every Tuesday from 4-5 in the Student Government conference room, and all members are welcome to attend. She stated that they are moving forward with the one sheet info graphic.
 - b) Report attached.
 - B. Executive Director– Marcy Maloney
 - 1. Marcy reported that the I Field groundbreaking ceremony will be held May 5 at 1 p.m. Everyone is welcome to attend.
 - 2. Marcy stated that she is working on the UU neighborhood project with staff from Cal Poly Corporation and Facilities Planning. She will bring a visual to the next workshop to show members.
 - 3. Marcy stated that the University Union budget is being finalized.
 - 4. Recruitment will begin soon for a grad assistant for Fitness and Wellness. This position will start in fall quarter.
 - 5. Marcy encouraged members to speak up and give their opinions when they are sitting on committees. She wants to make sure that the student's voice is being heard, especially when it concerns student spaces such as Mustang Station and Cross Cultural Centers.

6. Marcy reported that the Children's Center has created a Parent Advisory Board.
- C. University President's Representative – Joel Neel
1. No report.
- D. Faculty Representative
1. Vacant.
- E. Alumni Representative – Ellen Cohune
1. Ellen reported that Alumni Relations officially moved to the downtown alumni center last week. They will have a soft opening this weekend with all the alumni in town for Open House. UUAB members will be invited to the grand opening in May.
 2. Ellen stated that they are going to be holding student focus groups to gather ideas for improving Homecoming and to make it more fun for alumni to attend. She told members that if anyone is interested in more information they should contact her.

VII. Old Business

- A. None.

VIII. New Business

A. University Union Advisory Board Chair Nominations

1. Kaelan introduced Dawn Annoni, ASI Assistant Coordinator for Recruitment and Orientation, and stated that Dawn and Lindsey will explain how the nomination process will work.
 - a) Dawn and Lindsey explained the nomination and election process to members. Dawn stated that Becky will attend the next meeting in her place.
 - b) Motion #2 (Albani/Ennis) "Move to open nominations for the 2017-2018 UUAB Chair."**
 - c) Motion passed with one abstention.**
 - d) Kyle Ennis nominated Kaelan Sobouti and Kaelan accepted the nomination.
 - e) Kaelan delegated the facilitation of the UUAB Chair nominations to Riley Nilsen, Chair of the ASI Board of Directors.
 - f) There were no other nominations.
 - g) Motion #3 (Stegall/Montoya) "Move to close nominations for the 2017-2018 UUAB Chair."**
 - h) Motion passed with one abstention.**
 - i) Riley turned over the facilitation of the meeting back to Kaelan.

B. Recommendation to Improve Printing Options in the University Union

1. **Members reviewed the recommendation memo.**
2. **Motion #4 (Stegall/Montoya) "Move to approve the recommendation to improve printing options in the University Union."**
3. Motion passed unanimous voice vote.

C. Recommendation for Recreation Center Educational Video

1. Donna reviewed the memo and stated that ASI Marketing will be making the video.
 2. **Motion #5 (Stegall/Montoya) “Move to approve the recommendation for Recreation Center educational video.”**
 3. **Motion passed unanimous voice vote.**
- D. Recommendation for University Union Charging Standing Tables
1. Jun explained that only a few grammatical changes were made to the memo, and he reviewed them. This recommendation is to research the addition of charging tables in the UU.
 2. Marcy suggested that Daren Connor be invited to a workshop to discuss the charging tables. Marcy stated that charging stations are needed at the Recreation Center too. She said that members should be creative when looking at the different charging stations.
 3. Kaelan stated that a student group has researched charging stations for the Recreation Center and if anyone would like to take on the project, they should speak to him.
 4. **Motion #6 (Seo/Montoya) “Move to approve the recommendation for University Union charging standing tables.”**
 5. **Motion passed unanimous voice vote.**
- E. Recommendation for Improved Comment Box Kiosks
1. Kate explained the recommendation and stated that they would like the comment boxes to be electronic, such as having an iPad available that students could type their comments into.
 2. **Motion #7 (Montoya/Albiani) “Move to approve the Recommendation for Improved Comment Box Kiosks.”**
 3. **Motion passed unanimous voice vote.**
- F. ASI Branding Statements
1. Kate reviewed the changes that were made to the ASI Branding statements. She stated that 53 students responded to a survey to assess the branding statements and that the survey respondents liked the revisions that were made.
 2. **Motion #8 (Stegall/Ennis) “Move to approve the Recommendation for the updated ASI Branding Statements.”**
 3. **Motion passed unanimous voice vote.**
- IX. Liaison Reports
- A. Staff
1. ASI Events Liaison Report, Matthew Lem
 - a) No report.
- B. Facilities Liaison Report: Recreation Center – Kyle Ennis
- a) Report was submitted.
- C. Board of Director/ASI President’s Designee
1. Board of Directors Designee - Jun Bang
 - a) Report was given.

- 2. President's Designee - Haley Stegall
 - a) No report.
- D. University-wide/Academic Senate Committee - Natalie Montoya
 - 1. Report was submitted.
- E. Student Club Council
 - 1. Report was given.
- F. All reports submitted available upon request.
- X. Announcements
- XI. Adjournment
 - A. Meeting adjourned at 3:12 p.m.

Submitted by: _____ *Date:* _____

Kay Pasillas, ASI Administrative Assistant

Approved by: _____ *Date:* _____

Kaelan Sobouti, UUAB Chair