

Associated Students, Inc.  
California Polytechnic State University  
September 28, 2017 2:10 p.m. UU219

**University Union Advisory Board #18-01 Meeting Minutes**

**Voting Members Present:**

Kaelan Sobouti, Chair

Dani Diele, Vice Chair, College of Agriculture, Food & Environmental Sciences

Alejandra Alvarez, College of Architecture and Environmental Design

James Broaddus, Board of Director's Designee

Kylie Clark, College of Liberal Arts

Ellen Cohune, Alumni Representative

Kyle Ennis, College of Engineering

Matthew Lem, Orfalea College of Business

Jana Russell, ASI President's Designee

Donna Seo, College of Science & Mathematics

Haley Stegall, ASI President's Designee

**Voting Members Absent:**

Vacant, University President's Representative

Vacant, Faculty Representative

**Non-Voting Members Present:**

Lindsey Lee, UUAB Advisor

Marcy Maloney, ASI Executive Director

Dwayne Brummett – Associate Executive Director

**Non-Voting Members Absent:**

Matt Ryan, Administration & Finance Designee

**Guests:**

Greg Avakian, Director – Recreational Sports

Ron Skamfer, Director – Facilities Management

**I. Call to Order**

A. The meeting was called to order at 2:10 p.m.

**II. Letters & Roll Call**

A. No letters received.

B. Silent roll taken.

**III. Flag Salute**

**IV. Open Forum**

A. Ellen asked why the UUAB meetings begin with a flag salute. She stated that it might not be inclusive of everyone, and asked if it has been considered that some might not be citizens. Marcy stated that research could be done to find out how this was started. It was also stated that this was tradition.

**V. Approval of Minutes**

A. **Motion #1 (Seo/Broadus) "Move to approve meeting minutes #17-14."**

i) **Motion passed unanimous voice vote.**

B. **Motion #2 (Ennis/Lem) "Move to approve meeting minutes #17-15."**

i) **Motion passed unanimous voice vote.**

## VI. Reports

A. Chair – Kaelan Sobouti

i) ASI Summer Facilities Update – Ron Skamfer

1. Ron distributed a handout regarding summer facility updates and reported on the following projects.
2. **Doerr Family Field** - Ron stated that construction on the Doerr Family Field began in mid-July. This project is in collaboration with ASI, Athletics, Foundation and University Housing. ASI is only involved in the actual field part of the project. He said that the new facility will be used for soccer and football practice, intramurals and other things. There are also upgrades being made to the track. Currently grading and underground work is being done. The foundation and retaining wall will be poured in about two weeks. They are tying in power to Recreation Center transformer.
3. **HVAC Roof Railings** - Ron stated that there are 10 HVAC units on the roof at the Recreation Center. He said that maintenance can't be done safely on the units, so railing is being installed. This will make the units maintainable for their lifetime.
4. **Fire Alarm Installation** - Ron stated that all conduit has been run for the new fire alarm system in the University Union (UU). The fire alarm system is being updated to include a voice system so that it will be code compliant. It is expected to be done soon and then tested within the next two weeks. While work is being done, there is no fire alarm system in place. The Facility Supervisors are checking the building every 30 minutes for any fire hazards.
5. **LED Lighting in UU** - Ron stated that the fluorescent lighting in public spaces in the UU will be replaced with LED lighting and this project will begin soon. He said the new lighting can be dimmed and is low energy use. This project may have impact on students as the workers will need to block off areas in the building as they do their work. This project may be completed by the end of fall quarter.
6. **Wood Floors** – The wood floors in the Recreation Center were refinished over summer.
7. **Sports Complex Lighting** – Ron reported that due to failed lighting at the Sports Complex, all the light poles have been rewired. This project was completed over summer.
8. **Rose Float Move** – Ron stated that the Rose Float team has moved out of their space on the first floor of the UU and has temporarily moved to the Cal Poly Corporation warehouse. This is located on Mt. Bishop Road and is next to the Rose Float Lab. Work is being done on their permanent space, which will be a modular classroom style unit.
  - (a) There was concern that the new space is so far out on campus that freshmen would have no way to get out there. Additionally, without being centrally located in the UU, the program may not be able to maintain the current level of interest. Dwayne stated that more students than ever signed up with interest in the program this year.
9. **Green Roof** – Ron stated that the existing green roof space is being repurposed to be used as a yoga/meditation space. The design process and structural analysis have already begun. Ron said they are working with Cannon Design on this project, and shared four early design concepts with members. He reported that the green roof will have a shade trellis, ceiling fans, and a staircase down to the pool deck. The area could fit approximately 40 people doing yoga. Ron asked members for feedback, and discussion followed.
  - (a) There was concern about the loud music at the pool area and Ron stated that during yoga sessions, the pool music would be blocked or lowered. Greg stated that a speaker system

will be placed on the green roof that would play soft music. It was suggested that glass railings would be a good barrier that could block the sound.

- (b) Greg stated that they don't want to over-program the space, but want it to be available for student use. He stated that there will only be about two classes per day on the roof. The project will have a minimal impact on Rec. Center members.

ii) ASI Fall Quarter Programming Overview- Greg Avakian

1. Greg handed out flyers to members. He stated that it was a very busy September with WOW groups using the Recreation Center space, a movie night at the pool, standup paddle boarding, and a career fair. He gave an overview of all the activities that have been happening the first few weeks of fall quarter.
2. Greg spoke about the ways staff are trying to make additional space for students to use, including placing tables in the ping pong area and possibly adding tables in the MAC lobby. He stated that Student Affairs sent an email about alternate study spaces, which included the Recreation Center and the UU.
3. Greg reported that the 20<sup>th</sup> annual Mark Reuling volleyball tournament will be held on October 20. This tournament is held to bring awareness to mental health issues.
4. Greg stated that past issues in Fusion with intramurals registration have been resolved. The signups went well this year. He said they hold three to six tournaments per quarter.
5. He stated that Poly Escapes offers 15-20 trips per quarter, lasting one to three days each. He encouraged members to visit Poly Escapes to rent a surfboard, stand up paddle boards or other equipment.
6. Greg reported that the Poly Body and Being will have a lot of emphasis this year. A graduate student has been hired to help with the outreach for this program. Professional staff have been hired to help with workshops for this program. This is open to all members. Greg asked for questions, and a discussion followed.
  - (a) There was concern about the price increase for Poly Escapes trips. Greg stated that the costs and fees charged for permits for state parks and travel costs have increased.
  - (b) Members reported that students have been complaining about having to pay for parking for an 8:30pm game at the Sports Complex. Greg stated that even ASI student staff are required to pay for parking up there. He suggested that something could possibly be posted on the Intramurals page to let students know they should carpool to avoid paying for parking. Dwayne stated that ASI has asked Parking and Transportation Services about putting parking meters at the Sports Complex.

iii) Kaelan reported that, beginning tomorrow, feminine hygiene products will be free in the men's and women's restrooms in ASI facilities. This is a service that ASI is providing and he encouraged members to let their classmates know about it.

iv) Kaelan stated that he contacted the Chair of the Academic Senate regarding the faculty representative position on the UUAB. He learned that they nominated someone but there is a scheduling conflict. He said they are looking at alternatives, either a proxy, or Kaelan will meet with the representative to gain their input.

B. Executive Director's Representative Report – Dwayne Brummett

i) Solar Tree Update

1. Dwayne reported that the solar tree project has been ongoing for two years. The solar tree is a solar panel with a bench that has chargers on it. He stated that it is manufactured out of the country and is metric. Drawings are done and are awaiting approvals. He stated that the cost will be approximately \$41,000 plus \$23,000 for installation. The solar panels have about a 20- year

life, and the cords can be replaced. It will be placed behind the stage near the sign with the campus map.

ii) Poly "P" Update

1. Dwayne reported that the Poly P survived the fire on campus this week. It was already closed due to the mudslide in that area. He stated that the decking and trail have been improved, and a trailhead sign is still to be installed. Cal Poly Facilities will be constructing the sign.
  - (a) A member suggested that Cal Poly students could create the sign, and Dwayne said he would suggest that to the project manager.

iii) University Union Budget Update

1. Dwayne's report on the UU budget was postponed due to time constraints.

C. University President's Representative

- i) No report

D. Faculty Representative

- i) No report

E. Alumni Representative – Ellen Cohune

- i) Ellen reported that Homecoming is November 2-5. She said that they have a lot planned, and that Homecoming is all about alumni. She encouraged members to look at the alumni website. Ellen asked members to let her know if they are hearing about Homecoming. She wants to make sure that all students are aware of it.

## VII. Old Business

- A. None

## VIII. New Business

A. 2017-18 Vice Chair of UUAB

- i) Approval of Danielle Diele as 2017-18 Vice Chair of UUAB
  1. **Motion #3 (Broaddus/Lem) "Move to approve Danielle Diele as the 2017-18 Vice Chair of UUAB."**
    - (a) **Motion passed unanimous voice vote.**

B. 2017-18 UUAB Standing Rules

- i) Acceptance of 2017-18 UUAB Standing Rules
  1. Kaelan reviewed the purpose of the Standing Rules and explained that the changes reflect the meeting dates for this year.
  2. **Motion #4 (Seo/Ennis) "Move to approve the 2017-18 UUAB Standing Rules."**
    - (a) **Motion passed unanimous voice vote.**

C. Temporary Use Memo for Future MultiCultural Center Space

- i) Kaelan reviewed a memo from Bryan Hubain, Director of Cross Cultural Centers, regarding the temporary use of the former Rose Float space in the University Union.
  1. Kaelan explained that this proposal will make the former Rose Float space available for all students to use as study space until the renovation of the new MultiCultural Center begins. There will be 6 hours per week reserved for Ally training.
  2. **Motion #5 (Ennis /Broaddus) "Move to recommend approval of the request for temporary use of space in the University Union for the future MultiCultural Center."**

- (a) Discussion: Ron stated that there is desk type furniture that will be put into that space. The remainder of the space will have five round tables, and four to six beanbags will be added. This will provide around 31-33 additional seats for students to use.
- (b) The current plan to let students know about this space is to use social media posts, Mustang News, Cal Poly Report, signage outside the area and on the second floor of the UU. Some concern was expressed about food and drinks being brought into the area, but Ron stated that the carpet will be replaced, so that is not a concern.

3. **Motion passed unanimous voice vote.**

ii) **Motion #6 (Diele/Clark) "Move to amend the agenda to move item D after item #9."**

1. **Motion passed unanimous voice vote.**

D. Parliamentary Procedure Training

1. Review basic parliamentary procedure training for use in meetings

- (a) Lindsey gave a quick review of what parliamentary procedure is, and said it will be discussed more later due to today's time restraints.

**IX. Liaison Reports**

A. Staff Reports

- i) No reports

B. Board/ President's Designee Report

- i) Jana reported that there were so many students signed up for Executive Staff that they had to hold three separate meetings.
- ii) Buck the Stigma is October 16-19.
- iii) Flex Your Right is October 9 at 5 p.m. This will be a 30-minute training session.
- iv) Dr. Humphrey is attending the October 23 board workshop.
- v) Everyone is invited to come hear the auditor speak about the 2016-17 audit report at the October 9 BOD meeting.

C. Universitywide / Academic Senate Committee Report

- i) No reports

D. Student Club Councils

- i) No reports

**X. Announcements**

**XI. Adjournment**

- A. The meeting adjourned at 4:00 p.m.

Submitted by: \_\_\_\_\_  
K. Pasillas

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

Submitted by: \_\_\_\_\_  
UUAB Chair

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