

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

**#22-07 Meeting Minutes**

February 24, 2022, 2:10 p.m.

Meeting ID# 896 2469 6438

**Voting Members Present:**

Alena Robinson, Chair of the University Union Advisory Board  
Nicolas Wai, Vice-Chair of the University Union Advisory Board  
Annika McGraw, College of Liberal Arts  
Sophie Hannah, College of Science and Mathematics  
Nishita Katere, Orfalea College of Business  
Natalie Lai, College of Architecture and Environmental Design  
James Francucci, College of Agriculture, Food and Environmental Sciences  
Chris Raynes, ASI President's Designee  
Jacob Schlottmann-McGonigle, ASI Board of Directors Designee

**Voting Members Absent:**

Kaelan Sobouti, Alumni Representative  
Anthony Palazzo, University President's Representative Designee  
Vacant, Faculty Representative

**Non-Voting Members Present:**

Michelle Crawford, Interim Executive Director  
Rick Craig, Director - Recreational Sports  
Robyn Wallman, Interim Director - University Union, UUAB Advisor  
Ron Skamfer, Director - Facilities Management  
Daren Connor, Assistant Director - University Union Facility Operations

**Non-Voting Members Absent:**

Pat Rosemas, Administration and Finance Designee

**Guests:**

None

**I. Call to Order**

- A. Meeting #22-07 called to order at 2:11 p.m.
- B. *We acknowledge that the land on which Cal Poly sits carries the heritage and culture of the Indigenous People of San Luis Obispo County, the yak tit'u tit'u yak tihini, Northern Chumash tribe. We honor the Indigenous People's connection to these territories and respect the land on which we gather today.*

**II. Flag Salute**

- A. Alena stated that a flag salute was not practical in virtual meetings.

**III. Letters & Roll Call**

- A. No letters were received.
- B. Roll call was taken, and quorum was met.

**IV. Open Forum**

- A. None.

**V. Approval of Minutes**

- A. **Motion #1 (Hannah/McGraw) "Move to approve the UUAB meeting minutes**

## **#22-06 from February 10, 2022.”**

- 1. Motion passed by a unanimous roll call vote.**

### **VI. Reports**

#### **A. Chair Report – Alena Robinson**

1. Alena reminded members to reach out to their assigned full-time staff member regarding their budget area and assessment report, if they haven't done so already. The deadline to reach out and schedule an appointment is next Wednesday, March 2.
2. Gender Neutral Locker Rooms
  - a) Alena and Chris met with Ron and Rick regarding gender neutral locker rooms in the Rec Center. Students had expressed concerns to Chris regarding locker rooms, it appeared to them that there was no gender-neutral spaces in the facility. Ron showed them that there are two gender-neutral restrooms at the Rec Center, one on the first floor just beyond the women's locker room and one on the pool deck. These rooms have showers, toilets, sinks, and one has lockers. Chris pointed out that the signage is misleading and needs to be updated. He recommended labeling the rooms as locker rooms and restrooms, not just restrooms, and installing signs that are more visible.
  - b) Ron stated that ASI can install lockers in the pool deck locker room.
  - c) Jacob suggested making floor plans available of the Rec Center with the different areas labeled, accessed through QR codes.
  - d) Michelle stated that there is a campus map giving the locations of gender-neutral facilities. Robyn confirmed that the Rec Center as well as the UU are on the campus map. She gave some background on the rooms. They started out as 'Family Changing Rooms'. She worked with the Gender Equity Center to change the names to Gender-Neutral Restrooms.
  - e) Rick agreed with Chris's suggestion to install 'wayfinding' signs for all locations in the Rec Center.
  - f) Alena reiterated the possible actions discussed:
    - Signage - Rename the two gender-neutral restrooms to include locker rooms
    - Install wayfinding signs
    - Create QR codes that take you to Rec Center floor plans with the Gender-Neutral Locker rooms and restrooms identified
    - Add a gender inclusive map to our ASI maps
    - Talk to PR & Communications about Instagram postings alerting readers of the gender-neutral locker rooms
    - Add lockers to the pool deck gender-neutral restroom/locker room

#### **B. Interim Executive Directors' Report – Michelle Crawford & Robyn Wallman**

1. Michelle reported on the following:
  - a) Michelle thanked members for their work on accessibility.
  - b) Budget
    - Unexpected expenses at ASI facilities include increased utility bills and the hiring of CBJ to help clean at the Rec Center

- UUAB will review the budget in March
- 2. Michelle yielded the floor to Ron Skamfer
- 3. Project Updates
  - a) Fire Sprinklers in the University Union
    - The center staircase has scaffolding over it for the installation of the sprinkler system. The existing light bulbs in the light fixtures in the center stairwell will be replaced with LED bulbs.
    - The public spaces in the UU should be completed by the end of the quarter, excluding Chumash Auditorium.
    - A visqueen tunnel has been added on the first floor to protect people from abatement, installation debris, and construction dust.
    - The bookstore is in the demo stage of the project. The hard ceiling will be replaced with a T-bar and tile system to allow ease of inspection and maintenance in the future.
    - The water main will be shut down on either March 4, 11, or 14<sup>th</sup> to tie the sprinkler system into the main line at the utilidor. The UU and the Rec Center will not be impacted. The UU will be temporarily tied into Building 52, the Rec Center into a fire hydrant. The water will be shut off in the middle of the night through the following morning.
  - b) Sports Upper Fields
    - The bid deadline for the subcontractors is Friday February 25. Ron is meeting with the project manager to determine what items on the 'wish list' ASI can afford.
    - The turf field project start date is April 1 and the completion date is Sept 1.
  - c) Event/Facility Rate Sheet Revision
    - The ASI website, shows a rate sheet for renting ASI managed facilities. The rate sheet hasn't been updated with price increases for years. The revisions will not impact student event pricing but will impact other groups.
    - Comments included improving the communication of costs to student groups when renting a space. Ron stated that the cost is on the Production Schedule that is given to every renter.
    - Michelle stated that the increase in rates is being considered together with the ASI budget. She commented that ASI starts the budgeting process earlier than the rest of campus so campus partners can budget appropriately for rental space in our facilities.

4. Full report submitted.

C. University President's Representative - Anthony Palazzo

1. Absent

D. Faculty Representative - Vacant

E. Alumni Representative - Kaelan Sobouti

1. Absent

## VII. Old Business

A. None.

## VIII. New Business

A. None

**IX. Liaison Reports**

- A. Board Representative - Jacob Schlottmann-McGonigle
  - 1. Last week's board meeting had two action items:
    - a) Resolution #22-02: ASI Board of Directors Stance on Proposed College Based Fee Increase passed; the BOD took a stance against the fee increase.
    - b) Approval of the Annual New Projects and Initiatives Policy Threshold Amount of \$6,000 passed.
    - c) Full report submitted.
- B. President's Designee -Chris Raynes
  - 1. The 'Flex your Rights' student voter registration campaign is currently in progress.
- C. Universitywide/Academic Senate Committee
  - 1. No reports given
- D. Student Club Councils
  - 1. No reports given
- E. Staff Reports
  - 1. Recreation Center Programs
  - 2. ASI Events
  - 3. Facilities
    - a) Recreation Center
    - b) University Union

**X. Adjournment**

- A. The meeting adjourned at 2:44 p.m.

Submitted by: \_\_\_\_\_  
Davia Rusco

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

Submitted by: \_\_\_\_\_  
Alena Robinson, UUAB Chair

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