

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

**#23-01 Meeting Minutes**

September 27, 2022, 2:10 p.m.

Recreation Center Training Room (Bldg. 43, Rm. 109)

**Voting Members Present:**

Jacob Schlottmann-McGonigle, Chair of the University Union Advisory Board  
Nishita Katere, Vice-Chair of the University Union Advisory Board  
Ashley Monteiro, College of Liberal Arts  
Natalie Lai, College of Architecture and Environmental Design  
Aaron Fernandes, ASI President's Designee (Left meeting at 3:00pm)  
Manjot Dhanda, CENG (Recognized at 3:15pm)  
Carlos Rodriguez Orozco, ASI Board of Directors Designee (Recognized at 3:15pm)  
Anthony Palazzo, University President's Representative Designee

**Voting Members Absent:**

James Francucci, College of Agriculture, Food and Environmental Sciences  
Vacant, College of Science and Mathematics  
Vacant, Alumni Representative  
Vacant, Faculty Representative

**Non-Voting Members Present:**

Michelle Crawford, Executive Director  
Robyn Wallman, Interim Director - University Union, UUAB Advisor  
Ron Skamfer, Director - Facilities Management  
Daren Connor, Assistant Director - University Union Facility Operations  
Pat Rosemas, Administration and Finance Designee

**Non-Voting Members Absent:**

Vacant, Director - Recreational Sports

**Guests:**

None

**I. Call to Order**

A. Meeting #23-01 called to order at 2:14 p.m.

B. *We recognize that the institution that we are a part of is on stolen land. Land acknowledgement is a concrete step to bring forgotten histories into present consciousness and serves as a recognition of a truth, a verbal memorial that those who speak do so in honor of Indigenous peoples. Cal Poly carries the heritage and culture of the Indigenous People of San Luis Obispo County, the yak tit'u tit'u yak tithini, Northern Chumash tribe. We honor the Indigenous People's connection to these territories and respect the land on which we gather today.*

**II. Letters & Roll Call**

A. Jacob read a letter from James Francucci regarding his leave of absence fall quarter.

B. Roll call was taken, and quorum was met.

**III. Open Forum**

A. None.

**IV. Approval of Minutes**

A. **Motion #1 (Lai/Fernandez) “Move to approve the UUAB meeting minutes #22-11 from May 17, 2022.”**

B. **Motion passed by unanimous voice vote.**

## **V. Reports**

A. Chair Report – Jacob Schlottmann-McGonigle

1. Jacob gave updates.
  - a) There were two vacancies on the UUAB, one vacancy has been filled by Manjot Dhanda, CENG, there is still an opening for a COSAM member.
  - b) The UUAB launched a survey asking students about their experience at the Recreation Center.
  - c) Full report submitted.

B. Executive Directors’ Report – Michelle Crawford & Robyn Wallman

1. Robyn gave a report.
  - a) Robyn stated that following the approval of the 2022-23 UU Budget from the UUAB and University President, unanticipated expenses incurred. These include the UUAB’s commitment to the Mustang Shuttle Program, minimum wage increases for student employees (effective: January 1, 2023), a 7% Cost of Living Adjustment to fulltime staff, and a one-time lump sum payment for ASI fulltime-benefited employees hired before July 1, 2023. Expenses for the Mustang Shuttle, minimum wage, and COLA were absorbed through strategic budget reductions made by area directors. The cost of the one-time lump sum payments for ASI employees that are funded through the UU budget are being paid through the UU reserves. The allocation to fund through reserves was approved by the Board of Directors and the Senior Vice President of Administration and Finance in August 2022.
  - b) Intramural Sports registration opens on September 28.
  - c) Poly Escapes trips were reviewed.
2. Full report submitted.
3. Ron gave an ASI project update report.
  - a) New turf has been installed on the three fields at the Sports Complex. The turf material is a better product and has more lining for additional sports. The fields are playable but there is still some work that needs to be done in the area such as fencing refresh, new gates, scoreboards, audio and Wi-Fi equipment.
  - b) Chumash Auditorium opened on September 15. Infrastructure work was done that cannot be seen.
  - c) The Upper Exercise Room at the Recreation Center had new flooring installed that matches the other exercise room flooring. The desk was removed for additional informal exercise space.
  - d) In the building 19 remodel, the Forum is a small auditorium and study space that ASI is responsible for furnishing and finishing.
  - e) Maintenance and rerouting will be done at the Climbing Park during winter break.
  - f) ASI will start the next phases of the Fire Sprinkler project during the second week of November. Staff will be relocated or work remotely.
  - g) The downstairs hallway in the UU will be renovated in the next year and new furniture will be added to make the space more user friendly.

C. University President's Representative - Anthony Palazzo

1. The Kennedy library project has begun, and an architect and contractor have been selected. The library will be offline starting this summer, and services located in the library will be temporarily relocated across campus. Cal Poly is looking for study space around campus as well.
  2. The Frost Center project is in the final phases of completion, and classes will be held in the building winter quarter.
  3. A tennis clubhouse will be built next to the tennis courts, construction will begin soon.
  4. A football club house will be built on the south end of the Spanos Stadium.
  5. An Agricultural and Environmental Plant Sciences building within the College of Agriculture, Food and Environmental Sciences is in the planning process.
- D. Faculty Representative - Vacant
- E. Alumni Representative - Vacant

**VI. Old Business**

- A. None.

**VII. New Business**

VIII. UUAB Introduction, ASI Branches Overview and Overview of Meeting Procedure

1. Jacob gave a presentation of the UUAB goals and lead a discussion of parliamentary procedures and open meeting laws.
2. He conducted introductions of all members.
3. He gave an overview of the three branches of student government, past UUAB decisions on projects and programs, presented a timeline of what UUAB will be reviewing throughout the year, and reviewed standing committees.
4. Introductions were given by full-time staff that are on the UUAB.
5. Jacob reviewed the following:
  - a) Gloria Romero Act of 2000 Open Meeting Laws
  - b) Quorum (5 voting members need to be present at UUAB this year to meet quorum)
  - c) Standing Committees
  - d) Parliamentary Procedure
6. Jacob reviewed administrative tasks including calendar maintenance and canvas page.
7. Student Government Fall kickoff will be on Saturday, October 1.
8. There will be a photo shoot for headshots next Tuesday, members were reminded to wear their polo shirts.

**IX. Action Item: Ratify the 2022-23 Vice Chair of UUAB**

1. **Motion #2 (Lai/Monteiro) "Move to ratify Nishita Katere as the 2022-23 Vice Chair of UUAB."**
2. **Motion passed by unanimous voice vote.**

**X. Action Item: Approve the 2022-23 UUAB Standing Rules**

1. Jacob highlighted some of the points and reviewed the changes that were made from last year.

2. **Motion #3 (Katere/Rodrigues Orozco) “Move to approve the 2022-23 UUAB Standing Rules.”**

3. **Passed by unanimous voice vote.**

**VIII. Liaison Reports**

- A. Board Representative - Carlos Rodriguez Orozco
  - 1. Full report submitted.
- B. President’s Designee -Aaron Fernandes
  - 1. Full report submitted.
- C. Universitywide/Academic Senate Committee
  - 1. Carlos stated that the search for committee members is ongoing.
- D. Student Club Councils
- E. Staff Reports
  - 1. Recreation Center Programs
  - 2. ASI Events
  - 3. Facilities
    - a) Recreation Center
    - b) University Union

**IX. Adjournment**

- A. The meeting adjourned at 3:28 p.m.

**X. Announcement were given**

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

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

Submitted by: \_\_\_\_\_  
Jacob Schlottmann-McGonigle, UUAB Chair

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