

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

**#23-09 Meeting Minutes**

February 14, 2023, 2:10 p.m.

Recreation Center Training Room, 43-109

**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  
Manjot Dhanda, College of Engineering  
James Francucci, College of Agriculture, Food and Environmental Sciences  
Aaron Fernandes, ASI President's Designee  
Carlos Rodriguez Orozco, ASI Board of Directors Designee  
Pat Rosemas, Administration and Finance Designee

**Voting Members Absent:**

Navie Bower, College of Science and Mathematics  
Anthony Palazzo, University President's Representative  
Vacant, Alumni Representative  
Vacant, Faculty Representative

**Non-Voting Members Present:**

Ron Skamfer, Director - Facilities Management  
Daren Connor, Assistant Director - University Union Facility Operations

**Non-Voting Members Absent:**

Robyn Wallman, Interim Director - University Union, UUAB Advisor  
Michelle Crawford, Executive Director  
Vacant, Director - Recreational Sports

**Guests:**

Joseph Lou, Student  
Cherry Tsang, Student  
Kyle Crossman, Student  
Penny Sandman, Project Manager Kennedy Library Renovation  
Adriana Popescu, Dean of Library Services  
Tamara Strickland, Design Manager, Hansel Phelps  
Danielle Buttacavoli, Principal, Miller Hull  
Ellen Curtis, Associate Executive Director - Marketing & Communication, Cal Poly Corporation  
Kassidy Church, Marketing & Communication Coordinator, Cal Poly Corporation  
Andrew Kim, ASI Chief of Staff  
Marirose Evenden, Chair of the ASI Board of Directors

**I. Call to Order**

- A. Meeting #23-09 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. Roll call was taken, and quorum was met.

B. Letters

1. None.

### III. Open Forum

A. Cal Poly students Joseph Lou, Cherry Tsang, and Kyle Crossman presented a proposal for a 'Cal Poly 'P' Interpretive Sign' which would be installed on the railing of the wood deck of the Poly 'P' hillside letter. These students are working to implement a design that was created in 2017 by previous EDES 408 students. The sign would include a land acknowledgement, bioregional and geographical information. They are adjusting the original design by enlarging the sign and adding language to the descriptions already there. Their EDES 408 professor would like them to consider using sustainable materials for the sign. Daren gave them the contact information for the campus sustainability department. The budget for the project is approximately \$500; their funding source is yet to be determined. Jacob commented that there is a process for asking for funds from Student Government which they can pursue after the final design is presented. When they have finalized their design, they will present to the UUAB a second time. The students asked how UUAB could help with the installation of the sign. Ron commented that although ASI administers the reservations for the Cal Poly 'P', Cal Poly Building Facilities would want to approve the installation design of the sign and a permit would be necessary.

### IV. Approval of Minutes

A. **Motion #1 (Monteiro/Fernandes) "Move to approve the UUAB meeting minutes #23-08 from January 31, 2023."**

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

### V. Reports

A. Chair Report – Jacob Schlottmann-McGonigle

1. Jacob and Ashley are members of the Alumni council. Jacob gave a brief overview of what the Alumni council does. The next meeting is February 22; it is a virtual meeting. Jacob encouraged members to attend the meeting.
2. Jacob reviewed the ASI Dreamer scholarships. There were 61 applicants. 25 scholarships have been awarded, \$1,000 each. The selection was based on need and involvement in the Cal Poly community.
3. Full report submitted.

B. Executive Directors' Report – Ron Skamfer

1. Ron gave an update on the University Union fire sprinkler project.
2. On Monday, February 13, Student Affairs began moving back into Suite 217.
3. The three UU conference rooms - 216, 218, and 219 - are now reservable.
4. This week, carpet is being installed in the ASI Business Office, Room 212. Staff members in private offices will be able to start moving back in the week of February 20.
5. Student Government and the Epicenter staff will move back into their office spaces during spring break.
6. On the second floor, all the sprinkler lines are installed, tested, and activated. Phases 3 and 4 of the fire sprinkler project are nearing completion. The first floor of the University Union fire sprinkler project is phase 5, which will be done this summer. The design will not vary much from what was presented to UUAB a year ago.
7. Full report submitted.

C. University President's Representative – Anthony Palazzo

1. Absent

D. Faculty Representative – Vacant

E. Alumni Representative - Vacant

F. **Motion #2 (Monteiro/Dhanda) "Move to recess at 2:38 for 30 minutes."**

1. **Motion passes unanimous hand vote.**
2. **Meeting called to order at 3:10, all members present.**

## **VI. Old Business**

A. None.

## **VII. New Business**

A. Robert E. Kennedy Library Update

1. Penny Sandman and her team gave an update on the Robert E. Kennedy Library renovation. Members of her team introduced themselves and stated their titles and who they work for.
2. Danielle reviewed the design and construction schedule, project scope, management, and communication. The project started in 2016-17 with a feasibility study. In 2022, they worked on the project definition. In 2023, they are moving forward with drawings for demolition and construction. Penny stated that the library is over 200,000 square feet, making it one of the largest buildings on campus, bigger than the new Frost Center and the Baker Science Building.
3. The work to be done was reviewed. Level 1 will be fully renovated. Some interior walls will be removed for an open concept environment and the café will be moved downstairs. The mechanical system will be replaced to provide cooling and achieve thermal comfort standards while exceeding energy code requirements. The long staircase that is five floors tall will be removed and a space-efficient staircase will be installed in a new exterior location. This will free up additional interior seating and study space on each floor. Additionally, each floor will be re-evaluated for seating. There will be a fire alarm and sprinkler system installed. The windows will be replaced and if there are funds available, the roof will be replaced. The service elevator will be converted to a passenger elevator. Lighting will be enhanced and there will be new restrooms on Level 1 with improved accessibility. Levels 2-5 will get a refresh.
4. The reason the project is starting now is because they have procured the funding needed for the project, however, inflation is making it difficult to do everything that needs to be done to the facility.
5. 'Library Move Management' was reviewed by Penny. Library services are being relocated across campus. A map of surge spaces across campus was shared. The library service space will be in Crandall Gym. Staff will direct students to the other temporary library spaces across campus from there. Penny's team has identified 1200 seats across campus for study space. The goal is to find 2000. She stated that large tents with comfortable seating and study space may be set up in areas around campus.
6. Ellen reviewed the Communication Plan and timeline. She stated Jill Baxter [jbaxter@calpoly.edu](mailto:jbaxter@calpoly.edu) is the best person to send questions to regarding pre-construction, surge spaces, and construction. Information about the closure has been communicated to prospective students and parents. There will be information available at Open House. She stated that during the two years that the library will be renovated, other spaces that are currently being renovated will re-open including 1901, Myron's, and the Frost Center, all of which have study space available.
7. Adriana stated that off campus community spaces in San Luis Obispo were investigated but the decision was made to keep the students on campus.
8. The library will remain open for the remainder of the academic school year. Starting in June 2023, the building will be closed for two years, re-opening fall 2025.

## **VIII. Liaison Reports**

A. Board Representative - Carlos Rodriguez Orozco

1. No report given.
- B. President's Designee -Aaron Fernandes
  1. Full report submitted.
- C. Universitywide/Academic Senate Committee
- D. Student Club Councils
- E. Staff Reports
  1. Recreation Center Programs
  2. ASI Events
  3. Facilities
    - a) Recreation Center
    - b) University Union

**IX. Announcements**

**X. Adjournment**

- A. The meeting adjourned at 4:01p.m.

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

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

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

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