

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

**#24-01 Meeting Minutes**

October 5, 2023, 10:10 a.m.

University Union, Room 219

**Voting Members Present:**

Aaron Fernandes, Chair of the University Union Advisory Board  
Daniella Day, Vice Chair of the University Union Advisory Board, Orfalea College of Business  
Coral Miner, College of Architecture & Environmental Design  
Ryan Hofmann, College of Engineering  
Darius Jones, President's Designee  
Giulia Spano, College of Liberal Arts  
Joe Fewel, Board of Director Designee  
Lindsey Lee, Alumni Representative

**Voting Members Absent:**

Anthony Palazzo, University President's Representative  
Vacant, Faculty Representative

**Non-Voting Members Present:**

Michelle Crawford, Executive Director  
Robyn Wallman, Director - Recreational Sports & Programs, 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  
Davia Rusco, Administrative Assistant II

**Guests:**

Anna Baytosh, Executive Assistant  
Meghan Schuler-Jones, Assistant Director of PR, Leadership, and DEI

**I. Call to Order**

- A. Meeting #24-01 called to order at 10:12 a.m.

*Cal Poly sits on the traditional lands of the yak tit'vu tit'vu yak tithini Northern Chumash Tribe of San Luis Obispo County and Region. The yak tit'vu tit'vu yak tithini have a documented presence in this area for over 10,000 years. The tithini peoples have stewarded their ancestral and unceded homelands which include all of the cities, communities, federal and state open spaces within the San Luis Obispo County region. These homelands extend East into the Carrizo Plains toward Kern County, South to the Santa Maria River, North to Ragged Point, and West beyond the ocean's shoreline in an unbroken chain of lineage, kinship, and culture.*

**II. Letters & Roll Call**

- A. Roll call was taken and quorum was met.  
B. Letters  
1. Aaron read resignation letters from Manjot Dhanda and Navie Bower.

**III. Open Forum**

- A. None

**IV. Approval of Minutes**

- A. Meeting #23-19 June 1, 2023  
1. Minutes stand approved unless noted otherwise.

- B. Special Meeting #24-20 June 8, 2023
  - 1. Minutes stand approved unless noted otherwise.

## V. Reports

- A. Chairs Report – Aaron Fernandes
  - 1. Aaron noted that the actions taken by the UUAB earlier this year are coming to fruition. Some projects named were ‘Occuspace’, the live occupancy counter in the Rec Center, the University Union staying open 24 hours, pickle ball courts in the sports complex, and the printers in the University Union.
  - 2. He had been recently informed that Cal Poly students are using the Cuesta library to study since space on campus is limited.
  - 3. Aaron said the first Board meeting went well yesterday and he looks forward to the facilities trip next Friday morning through Saturday night.
- B. Executive Director’s Report – Michelle Crawford
  - 1. Michelle introduced herself and said she supports Aaron’s efforts to mitigate the printer issues on campus.
  - 2. Michelle reported that ASI took action to centralize all social media channels into a centralized account. She shared statistics that outlined increased engagement since this transition.
  - 3. Michelle said that Robyn will typically deliver the Executive Director report on her behalf.
  - 4. Full report submitted.
- C. University President’s Representative Report – Anthony Palazzo
  - 1. Absent
- D. Faculty Representative’s Report – Vacant
  - 1. None
- E. Alumni Representative’s Report – Lindsey Lee
  - 1. Lindsey introduced herself and shared her experience with ASI. She talked about her focus on building relationships with alumni and creating opportunities to mentor students and grow campus life. Lindsey outlined upcoming alumni events and shared her excitement to work with the UUAB.

## VI. Old Business

- A. None

## VII. New Business

- A. Ratification of 2023-24 Vice Chair of the UUAB
  - 1. **Motion #1 (Fewel/Jones) “Move to ratify Daniella Day as the 2023-24 Vice Chair of the UUAB.”**
  - 2. **Motion passed unanimous voice vote.**
- B. Approval of the 2023-24 UUAB Standing Rules
  - 1. **Motion #2 (Fewel/Day) “Move to approve the 2023-24 UUAB Standing Rules.”**
  - 2. **Motion passed unanimous voice vote.**
- C. Relocation of Little Library from University Union to ASI Children’s Center
  - 1. **Motion #3 (Spano/Hofmann) “Move to recommend the relocation of the Little Library from the University Union to the ASI Children’s Center.”**
  - 2. **Motion passed unanimous voice vote.**

3. University Union Printers

a) Ron stated that there is a need to add a third printer to the University Union (UU). Daniella asked if the existing printers were new or from the library; Ron confirmed that they are new. Joe asked where a printer would be placed if one were to be installed in the Recreation Center. Robyn stated that data would need to be collected and a determination of additional infrastructure needed to support printers in the Recreation Center. Aaron stated that the Chair of the Academic Senate will reach out to faculty to ask for a grace period if students are late to class due to printing delays. Ron shared statistics on the current printing activity in the UU. Discussion followed on adding additional printers to the first floor in the UU. Daniella recommended that additional printers be added to the study tents. Aaron reminded members that the study tents are not under UUAB purview. Ron stated that he will bring all comments and concerns to the committee meeting in two weeks.

**b) Motion #4 (Jones/Hofmann) "Move that the UUAB recommends adding two printers to the University Union."**

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

**d) Motion #5 (Miner/Spano) "Move to amend the motion to the UUAB recommends adding two printers to the first floor of the University Union."**

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

D. Tour of the University Union (Time Certain: 11:15am)

1. Daren introduced himself to the group as the Assistant Director of Facility Operations. Aaron encouraged all members to think creatively as they explore the University Union, with an emphasis on accessibility assessment. Ron and Daren provided members with a tour of the University Union to review recent construction projects and future areas for renovation.

2. **Motion #6 (Day/Hofmann) "Move to lay the University Union tour on the table."**

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

### VIII. Liaison Reports

A. Board / President's Designee

1. Joe stated the Board did not approve of reinstating the Ad Hoc Committee for ASI Club Funding.
2. The Board ratified the Vice Chair and the new Director. The new Director will be joining in the winter and participating on two standing committees this fall.
3. Darius noted that if anyone on the UUAB has announcements to share with his Board, he will pass them on.

B. Universitywide / Academic Senate Committee

1. None

C. Student Club Council

1. None

D. Staff Reports

1. Recreation Center Programs

a) Robyn shared that recreational programs are busy, and students and staff are seeing the benefits of the 'Occuspace' live count tracker at the Rec Center.

b) The Career Fair will take place in the Rec Center next week.

- c) IM leagues have begun.
  - d) Overnight trips/programming for Poly Escapes are filled. Robyn said they are considering adding additional day trips in November to meet the demand.
  - e) Robyn reported that the Rec Center is taking reservations for the more impacted fitness classes and will build that data into the next Executive Director report.
  - f) Daniella announced that the group is comparing schedules to find a time to attend a 'Break Away' cycling fitness class together.
2. ASI Events
- a) None
3. Facilities
- a) Recreation Center
    - Ron reported on pipe leaks in the Recreation Center related to the utility infrastructure. The leak in the women's locker room has been remediated. The leak behind the pool will take longer to repair.
    - Ron gave lighting and mechanical updates and stated that the variable frequency drives will be installed in the pool pump room in the next few months.
    - He requested the UUAB members tell fellow students to consider the Rec Center as a late-night study space since there is limited foot traffic.
    - Ron listed the upgrades to the Craft Center, including rehabilitation of old spaces. Improvements include cosmetic updates such as paint and flooring, updates to the sink and drainage system, and improvements to the front desk. Daniella asked if the woodworking area was coming back. Ron said the surfboard shaping station is the most popular area, so that program took priority over the woodworking station. The woodworking station is not coming back at this time. Robyn noted that other spaces on campus have woodworking tools that students were already seeking instead of Craft Center equipment.
  - b) University Union
    - Ron reported on the multi-year renovation that was originally driven by the fire sprinkler project. He expressed excitement for the new, refreshed lounges and study spaces.
    - The Craft Center is still under construction due to outstanding electrical work.
    - The San Luis Lounge is open and is receiving great feedback as the Rose Float trophy room and library surge space.
    - Ron highlighted the computer counters around the center stairwell and the new entry doors on the first floor by Starbucks and MCC.
    - **Motion #7 (Day/Jones) "Move to bring the University Union tour off the table".**
    - **Motion passed unanimous voice vote.**

## IX. Announcements

A. None

**X. Adjournment**

A. The meeting was adjourned at 11:36am.

Submitted by: \_\_\_\_\_

Davia Rusco

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

Submitted by: \_\_\_\_\_

Aaron Fernandes, UUAB Chair

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