

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

**#23-19 Meeting Minutes**

June 1, 2023, 11:10 a.m.

University Union, Room 220

**Voting Members Present:**

Jacob Schlottmann-McGonigle, Chair of the University Union Advisory Board  
Manjot Dhanda, College of Engineering  
James Francucci, College of Agriculture, Food and Environmental Sciences  
Coral Miner, College of Architecture & Environmental Design  
Ashley Monteiro, College of Liberal Arts  
Nishita Katere, Vice-Chair of the University Union Advisory Board (recognized at 11:30am)  
Aaron Fernandes, ASI President's Designee  
Carlos Rodriguez Orozco, ASI Board of Directors Designee (recognized at 11:26am)  
Anthony Palazzo, University President's Representative

**Voting Members Absent:**

Navie Bower, 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

**Non-Voting Members Absent:**

Pat Rosemas, Administration and Finance Designee  
Vacant, Director - Recreational Sports & Programs

**Guests:**

Carla Brown, Senior Project Manager - Administration & Finance  
Kalen Conrad, Grad Student  
Carina Ballek, Student  
Penny Sandman, Project Manager - Administration & Finance  
Marirose Evenden, Chair of ASI Board of Directors  
Frances Radovan, Student

**I. Call to Order**

A. Meeting #23-19 called to order at 11:14 a.m.

*Cal Poly sits on the traditional lands of the yak tit'u tit'u yak tithini Northern Chumash Tribe of San Luis Obispo County and Region. The yak tit'u tit'u 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. None.

**III. Open Forum**

- A. Kalen Conrad gave a brief presentation on the 'reuse' pilot program. She proposed to use the bike shop area in the craft center as their shop location. Their program would reduce the waste Cal Poly disposes of by reselling items that students no longer want. It would be a thrift store called Mustang Thrift. As the Craft center is being refreshed this summer, this is an optimal time to build it out as a store. The space would be run by staff from facilities and volunteers. There would be no cost to ASI. Missi Allison Bullock, the Craft Center manager is in support of repurposing the space. Kalen reviewed the list of collaborators who are working to make this space happen.

#### **IV. Approval of Minutes**

A. Meeting #23-16 May 18, 2023

1. **Motion #1 (Monteiro/Dhanda) "Move to approve the meeting minutes from 23-16 on May 18, 2023".**
2. **Motion passed unanimous voice vote.**

B. Special Meeting #23-17 May 24, 2023

1. **Motion #2 (Monteiro/Dhanda) "Move to approve the Special Meeting minutes from 23-17 on May 24, 2023".**
2. **Motion passed unanimous voice vote.**

C. Special Meeting #23-18 May 31, 2023

1. **Motion #3 (Monteiro/Dhanda) "Move to approve the Special Meeting minutes from 23-18 on May 31, 2023".**
2. **Motion passed unanimous voice vote.**

#### **V. Reports**

A. Chair's Report - Jacob Schlottmann-McGonigle

1. Jacob thanked everyone for their work on the UUAB during this past year.

B. Executive Director's Report - Michelle Crawford

1. Michelle acknowledged the importance of the UUAB members' work, impact, and influence on campus.

C. University President's Representative Report - Anthony Palazzo

1. Anthony stated that he has enjoyed working with the UUAB this year.

D. Faculty Representative's Report - Vacant

E. Alumni Representative's Report - Vacant

#### **VI. Old Business**

- A. None

#### **VII. New Business**

A. Action Item: Request to Approve Proposal to Provide 24-Hour Study Space and Computer Lab Inside the University Union

1. Penny thanked ASI for their support for providing library services during the library closure.
2. **Motion #4 (Monteiro/Dhanda) "Move to recommend to approve the proposal to provide 24-Hour study space and a computer lab Inside the University Union."**
3. Aaron said that this is an opportunity for students to use the University Union that do not normally use the facility.
4. Penny said that the 'Open 24-Hours' hours of operation will be evaluated quarterly.
5. Michelle noted the partnership opportunity of campus and ASI to work together to support the library services in the University Union, an ASI managed facility. She recognized the commitment between Cal Poly Facilities, Kennedy Library, and ASI.

6. **Motion passed; Anthony Palazzo abstained.**
7. **Motion #5 (Rodriguez Orozco/Monteiro) "Move to move item 'D' to below 'A' on the agenda."**
8. **Motion passed; Anthony Palazzo abstained.**

B. Action Item: Upper Sports Complex Renovation Proposal

1. Carlos, Navie, and Jacob worked together to develop a plan to renovate and repurpose the basketball courts at the Upper Sports Complex. Their recommendation is to reduce the number of basketball courts to three and install six pickleball courts. They would like to add general recreation surfaces, improve lighting, add a pro shop, and a solar charging station. They would like to improve transportation to the area and add parking spaces.
2. Ashley added that lockers would be nice to have out there for participant use.
3. Staffing would be minimal as there are already ASI student staff working in that area.
4. Ron stated that there is already a pro shop out there, they could add pickleball equipment.
5. Jacob stated that there is a group of students that use the basketball courts regularly. Ron asked about the upgrading of the basketball courts; what is the group looking for. Carlos suggested repainting the courts. Ron stated that ASI could install better outdoor hoops and backboards. Jacob recommended seeing what the usership is after the area is upgraded, then re-evaluate.
6. Nishita asked if there is a way to play music at the complex, Ron stated that Atascadero Audio is working on the AV to allow music to be played.
7. Aaron asked how they plan to get more people to go up to that area. Robyn stated that they could start with tournaments to see what the interest is and how many people attend and move forward from there.
8. The timeline to upgrade the area would be two years. Michelle stated that the project would roll over to next year's UUAB. Depending on the budget timeline, which fiscal year it falls in, and where it is in the 5-year plan would determine when the project is started and completed. She stated that the project will morph as it goes through the different years of UUAB.
9. Ron asked if there were any lighting improvements that needed to be made up there. Jacob said that the lights are not always working, they do not have a good on/off system. He recommended that they be worked on to ensure they are in good working order. He recommended better instructional signage for using the lighting. Carlos stated that if it is dark, students will not go up there and explore.
10. Carlos' purpose was to start with a base foundation to get the conversation and project started, not limit what the UUAB can do in the future.
11. The subject of parking was discussed. Would the ASI student staff take up all the parking or would there be enough for the participants. Ron stated that campus parking is not in ASI's purview; it is up to Parking Services. Carlos stated that there was a proposal to Parking Services from the Board of Directors regarding increased parking. Parking Services stated that a recommendation does not require them to act on it. Carlos stated that if the UUAB requested more parking, it might increase the influence of Parking Services to install more spots. Michelle asked if UUAB is asking for spots that would use a permit or a parking meter. Discussion followed on the possibility of having rotating three-hour free parking and having metered spots. A member asked about the number of handicap parking spots near the Sports Complex. Ron stated that the handicap car park near the Sports Complex is for the Baggett Stadium and Softball Field and will not be able to be reduced. Jacob stated that in a survey that was conducted, parking is the biggest reason students don't use that area. Discussion followed on the possibility of free parking after 5:00pm. A member stated that there is a separate parking permit for after 5:00pm therefore Parking Services would not allow free parking at the Sports Complex after 5:00pm. Anthony stated that parking is a self-funded program, and the parking fees help pay

for the debt on the parking garage and for maintenance of parking lots around campus.

12. **Motion #6 (Fernandes/Monteiro) “Move to recommend the Upper Sports Complex Renovation Proposal.”**
13. James stressed the importance for students to have the space to use. He stated that transportation needs to be aware of the students use and adjust their services and route accordingly.
14. **Motion passed, unanimously.**

C. Fire Sprinkler Installation and First Floor Refresh in the University Union Proposal

1. Ron reviewed the University Union first floor fire sprinkler and refresh project. He reviewed the PPT presented at the UUAB Workshop. He reviewed the furniture selection and placement that was discussed with BKM at a recent meeting. Ashley commented on the importance of having backs on the chairs. He reviewed desk and seating options that could be installed around the center staircase. ASI will take feedback and will make selections based on that.
2. James asked about the Craft Center mural. Ron said that the mural would be installed after the furniture. Michelle stated that the mural would be a good project for the Art Committee. ASI might require an application from muralists then have it installed during winter break of 2024.
3. Carlos asked if the number of bike racks would be increased during the time that the University Union is being used as library surge space. Ron said that ASI might consider adding more.
4. Ron stated that the trash bins between the University Union entrance doors by Starbucks and the Bowling Alley doors may be relocated, and additional seating added. Ron stated that the trash units are standardized with the rest of campus. Daren gave the history of the “Big Belly” trash units. Ron stated that there are a couple of alternative locations on the first floor where the trash bins can be moved to.
5. Nishita asked if the lighting would be upgraded during the refresh. Ron stated that some lighting may be added but most of it would remain the same.
6. Nishita asked when the project is expected to be completed. Ron stated the project would be complete by September 1, 2023.

D. Action Item: Request to Approve Campus Health and Wellbeing Distribution of Condoms Proposal

1. Jacob gave a review of the proposal that was given at the UUAB Workshop. The cost to ASI to distribute condoms is minimal. The UUAB recommended installing dispensers in the locker rooms in the Recreation Center. Aaron stated that housing and the Health Center would be good places to distribute as well. Ron stated that he did not like the dispensers in the locker rooms, it doesn't fit with the aesthetic ASI is trying to maintain in there. Ashley asked about dispensers like the tampon and pad dispensers. Ron hasn't seen anything similar. Ashley stated that there are a lot of people that would not grab a condom in a public setting. They need to be in restrooms and locker rooms.
2. Michelle stated that there have been discussions on campus regarding 'medical' dispensers. She stated that perhaps condoms could be added to those dispensers. She stated that this proposal was sent to her, but it is really the UUAB that needs to review it. Perhaps there should be a dispenser in the University Union as well. Robyn stated that Kimme Huntington stated at workshop that it is cost prohibitive for Health & Wellbeing to install dispensers in the University Union at this time.
3. Michelle stated that this is a concept and asked if the UUAB supports it, the logistics would follow.
4. Michelle stated that the cost would be similar to the cost of purchasing tampons and napkins. She pointed out that these items are considered inventory and would need

to be counted every month to see how many had been taken. Michelle does not want ASI staff counting condoms every month. Michelle recommended having Health & Wellness manage the program. The anticipated cost would be \$3K - \$7.5K in the University Union. Health and Wellness can support the cost of condom supply in the Rec Center, but not the University Union, however, the UUAB would like them in both facilities.

5. **Motion #7 (Monterio/Francucci) “Move to recommend the proposal to provide condoms in the Recreation Center and in the University Union for fall quarter.”**
6. James asked how condoms would be funded in the fall quarter. Michelle stated that the UUAB can revisit this, the vote does not commit ASI to pay.
7. **Motion passed; Aaron Fernandes abstained.**

### **VIII. Liaison Reports**

- A. Board / President’s Designee
- B. Universitywide / Academic Senate Committee
- C. Student Club Council
- D. Staff Reports
  1. Recreation Center Programs
  2. ASI Events
  3. Facilities
    - a) Recreation Center
    - b) University Union

### **IX. Announcements**

- A. The Special meeting that was cancelled will be rescheduled for Thursday June 8, 2023 at 9:00am. Robyn will schedule based on the number of voting members available. Michelle stated that an Open Forum meeting may be the way to get more student government members to attend.

### **X. Adjournment**

- A. The meeting was adjourned at 12:38pm.

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

Davia Rusco

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

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

Jacob Schlottmann-McGonigle, UUAB Chair

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