

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

#24-03 Meeting Minutes

November 2, 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
Giulia Spano, College of Liberal Arts
Darius Rogness, President's Designee
Ryan Hofmann, College of Engineering
Lindsey Lee, Alumni Representative
Anthony Palazzo, University President's Representative (recognized at 10:15)

Voting Members Absent:

Elizabeth Beebe, College of Agriculture, Food and Environmental Sciences
Joe Fewel, Board of Director Designee
Vacant, Bailey College of Science and Math
Vacant, Faculty Representative

Non-Voting Members Present:

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

Non-Voting Members Absent:

Pat Rosemas, Administration and Finance Designee

Guests:

Meghan Schuler-Jones, Assistant Director ASI PR, Leadership & DEI
Carla Brown, KLT Project Manager
Ellen Curtis, CPC Associate Executive Director for Marketing & Communications

I. Call to Order

- a. Meeting #24-03 called to order at 10:10 a.m.

Cal Poly sits on the traditional lands of the yak tithini Northern Chumash Tribe of San Luis Obispo County and Region. The 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
 - i. None.

III. Open Forum

- a. None

IV. Approval of Minutes

- a. Meeting #24-02 October 19, 2023
- b. Minutes stand approved unless noted otherwise.

V. Reports

- a. Chairs Report – Aaron Fernandes
 - i. Thanked everyone for their presentations at the workshop. He encouraged everyone to start working on their projects.
 - ii. UUAB meetings will be moved to Mondays for winter quarter.
 - iii. BOD approved an ad hoc committee for bylaw review.
 - iv. Aaron met with Delta Sigma Phi to assist them with developing a funding base.
 - v. Attended the honored alumni dinner.
 - vi. Worked on Dreamer Scholarship allocations.
- b. Executive Director's Report – Michelle Crawford and Robyn Wallman
 - i. The Craft Center has set their opening date as January 20.
 - ii. They have started bringing student staff into the Craft Center to help reset the space. It will look and operate differently than before to uphold a higher standard of safety.
 - iii. The performer Dayglow is the headliner for the large-scale concert on November 15. It will be held in the main gym and is free. It is first come, first serve. Couch Dog is opening for Dayglow, Dayglow starts at 8:30 p.m.
 - iv. Full report submitted.
- c. University President's Representative Report – Anthony Palazzo
 - i. Air conditioning and flooring are being installed in the study tents.
 - ii. They are tracking the number of occupants in the surge study spaces.
 - iii. He reported that the temporary study spaces seem to be working well.
 - iv. The library project is moving forward. He offered to give UUAB a tour of the library project.
 - v. Building 19, The Avenue, now called 1901, is anticipated to open on January 20. The seating has doubled since it was Building 19 dining. Anthony offered to give a tour to UUAB.
 - vi. A contractor has been hired for the upcoming housing project, Whiting-Turner. They will start at the end of the academic year.
- d. Faculty Representative's Report – Vacant
 - i. None
- e. Alumni Representative's Report – Lindsey Lee
 - i. This is a busy season for the Alumni Engagement team, they are working on student engagement.
 - ii. Lindsey reviewed upcoming events.

VI. Old Business

- a. None

VII. New Business

- a. Endorsement of the 2024-29 ASI Strategic Plan
 - i. Michelle reviewed the ASI Strategic Plan. She provided depth, clarification, action plans, and examples for each point in the plan.
 - ii. Michelle explained the strategy for Strategic Plan implementation. There will be teams assigned to each 'pillar' of the plan. They will build out a strategy and report quarterly on the progress.
 - iii. **Motion #1 (Day/Spano) "Move to recommend endorsement of the 2024-29 ASI Strategic Plan"**.
 - iv. **Motion passed unanimous voice vote.**

- b. Accept the 2022-23 Annual Audited Financial Statements and Independent Auditor's Report
 - i. Aaron stated that the Board of Directors already accepted the audited financial statements and independent auditor's report. The UUAB will have the opportunity to review them at a future meeting.
 - ii. **Motion #2 (Day/Hofmann) "Move to strike from the agenda the audited financial statements and independent auditor's report".**
 - iii. **Motion passed unanimous voice vote.**
- c. Kennedy Library Transformation Project and University Union Surge Space Updates
 - i. Carla Brown, KLT Project Manager and Ellen Curtis, CPC Associate Executive Director for Marketing & Communications provided members with an update on the Kennedy Library transformation and student use of surge spaces.
 - ii. Carla presentation included:
 - 1. Project schedule - Started in June 2023, expected completion is fall 2025.
 - 2. The transformational objectives
 - a. Connect + Enrich
 - b. Showcase + Celebrate
 - c. Strengthen Learn by Doing
 - d. Optimize Building Performance
 - 3. Carla reviewed the improvements to the library entry including relocating the interior stairs and removing walls for an open environment. She reviewed additional first level renovation. She pointed out what services will be available on each floor of the library.
 - 4. She gave an overview of all the improvements to the building and project statistics including additional seating, fire life safety, structural strengthening, and thermal comfort.
 - 5. Pictures of the inside were presented showing current state of demolition.
 - 6. Anthony gave additional information on future solar installation, energy efficiencies added. New windows and air conditioning will be installed. When the project is complete, the library will use less energy than it did before the refurbishing, including the energy expended on air conditioning.
 - 7. Carla reviewed the timeline of construction.
 - 8. Carla reviewed where the different library services are temporarily relocated and where student study spaces have been temporarily set up.
 - iii. Ellen
 - 1. Ellen asked if anyone knew what the style of architecture in which the UU and Kennedy Library are built. They are both Brutalist style.
 - 2. Ellen continued reviewing the alternative study spaces, library services, and ITS Help center. She highlighted the locations of the learning support center, ombudsman, special collections, library administration, CTLT, and faculty & staff offices during the renovation.
 - 3. Ellen reviewed which services are located in the Crandall Building.
 - 4. There are 'Waitz' sensors in alternative study locations to help students determine where they want to go to study.
 - 5. Library Lockers are for books ordered from the library, they are located by Subway and Dexter lawn.
 - 6. Ellen reviewed the three ways to print on campus.
 - 7. Ellen stated that there are communications going out constantly regarding the library and library systems.
- d. WEPA Printer Usage and University Union, and student use trends within the facility.

- i. Daren and Lauren reported on the Wepa printers in the UU. Daren gave statistics on printer use. 33,000 copies have been printed so far this quarter. Daren stated that there is a need for additional printers. Most users are printing from their phones. Lauren stated that the busiest days are career fair days, the second is the first few days of school when students are printing course syllabus. Anthony asked why so much printing is taking place; are the professors asking for hard copies of homework or reports. Giulia stated that there are a lot of professors that want hard copies of reports. Ron stated that he is working on obtaining the funds to purchase/lease another printer. Dani commented that a lot of students do not know where all the printers on campus are located. Ron is talking to the provost about funding.
 - 1. Daren gave statistics collected through Occuspace.
 - a. Daren showed the locations of the Occuspace sensors in the UU.
 - b. He showed graphs of highest use hours.
 - c. Miller Security gave statistics of students in the UU beyond midnight.

VIII. Liaison Reports

- a. Board of Directors Designee - Joe Fewel
 - i. None given.
- b. President's Designee - Darius Rogness
 - i. None given.
 - ii. Full report submitted.
- c. Universitywide / Academic Senate Committee
 - i. None given.
- d. Student Club Council
 - i. None given.
- e. Staff Reports
 - i. Recreation Center Programs
 - ii. None given.
- f. ASI Events
 - i. Facilities
 - 1. Recreation Center
 - a. None given.
 - 2. University Union
 - a. None given.

IX. Announcements

- a. No announcements given.

X. Adjournment

- a. The meeting was adjourned at 11:58 a.m.

Submitted by: _____ Date: _____
 Davia Rusco

Submitted by: _____ Date: _____
 Aaron Fernandes, UUAB Chair