

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

#24-10 Meeting Minutes

March 4, 2024, 10:10 a.m.

Recreation Center, Building 43 Room 109

Voting Members Present

Aaron Fernandes, Chair of the University Union Advisory Board
Giulia Spano, College of Liberal Arts
Elizabeth Beebe, College of Agriculture, Food and Environmental Sciences
Ryan Hofmann, College of Engineering
Daniella Day, Vice Chair of the University Union Advisory Board, Orfalea College of Business
Coral Miner, College of Architecture & Environmental Design
Darius Rogness, President's Designee
Anthony Palazzo, University President's Representative
Lindsey Lee, Alumni Representative

Voting Members Absent:

Joe Fewel, Board of Directors Designee
Vacant, Bailey College of Science and Mathematics
Vacant, Faculty Representative

Non-Voting Members Present:

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

Non-Voting Members Absent:

Pat Rosemas, Administration and Finance Designee

Guests:

Heather Zacker, Director - Finance
Sarah Billeter, Assistant Coordinator - Facility Scheduling
Kate Pitzar, Sustainability Studies
Rachel Rantz, Sustainability Studies
Jack Breckow, Sustainability Studies
Aliyah Madriaga, Sustainability Studies
Marilynn Hunt, Sustainability Studies
Jilian Chan, Sustainability Studies
Blake Anton, Sustainability Studies
Jonathan Reich, Sustainability Studies

I. Call to Order

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

Cal Poly sits on the traditional lands of the yak titʷu titʷu yak tiʰini Northern Chumash Tribe of San Luis Obispo County and Region. The yak titʷu titʷu yak tiʰini have a documented presence in this area for over 10,000 years. The tiʰini 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. 24-07, February 5, 2024
- b. 24-08, February 19, 2024, Meeting Canceled
- c. 24-09, February 23, 2024, Special Meeting
- d. Minutes stand approved unless otherwise noted.

V. Reports

- a. Chair Report – Aaron Fernandes
 - i. Aaron yielded the floor to a student group who gave a presentation on ‘Poly Pedalers’, a long-term bike rental pilot program. This program would help Cal Poly reach its sustainability goals and provide an affordable option for students to rent a bike for a long period of time. Their plan is modeled after the CSU Monterey Bay program. The startup cost is approximately \$7,000. They would like ASI to rent the bikes through the Poly Escapes rental center. They reviewed their timeline with questions following.
 - ii. Aaron thanked everyone for their work on their projects and for their feedback on the pickleball project.
 - iii. The Alumni Council met last week and is considering helping ASI with the endowment.
 - iv. Chair nominations will take place during the first meeting of spring quarter. At the second meeting of spring quarter, candidates will have an opportunity to give a presentation and answer questions. The UUAB members will vote for the 2024-25 UUAB Chair after discussion.
 - v. If anyone is interested, Aaron encouraged them to set up a meeting with him or Robyn, to gain a better understanding of what is involved as the Chair of UUAB.
- b. Executive Director’s Report – Michelle Crawford and Robyn Wallman
 - i. Michelle highlighted an item from her report about the lease spaces in the UU. CP Partners leases the plating kitchen in Chumash Auditorium, Mustang Station, and Starbucks. Red Radish is closed. Cal Poly Partners also has a lease with the university for the bookstore and The Market spaces. The leases are expiring after multiple extensions. Heather reviewed the rent and commission they paid ASI. Michelle reviewed how lower leases would affect ASI’s budget. She said there might be budget variances depending on the way the lease amounts go.
 - ii. Full report submitted.
- c. Anthony’s Report
 - i. The first wave of staff will move into the off-campus offices in the Morabito Building in April. There will eventually be 250 Cal Poly staff in that location. Anthony reviewed the areas that will move staff to that location. There will be ‘Student Support Partners’ on campus if students need to meet with them. The goal is to open more classroom space for students on campus.
 - ii. The new student housing project is beginning to make progress. Anthony mentioned that ASI may be interested in the commercial space on the first floor or the ‘podium’ of the new housing buildings.

- d. Faculty Representative's Report - Vacant
 - i. None
- e. Alumni Representative's Report - Lindsey Lee
 - i. Lindsey gave a brief overview of upcoming Alumni events:
 1. March 8 is 'Founders' Day'. A nationwide celebration is planned to include 73 different Cal Poly Alumni Clubs.
 2. Cal Poly 'Open House' is April 11-13, 2024. The 'Cal Poly Gives' campaign will launch at that time. There will be a wine and beer garden during the open house.
 3. The annual Green & Gold Event is scheduled.
 4. Commencement is in June.
 5. There is an evening with the San Francisco Giants and Cal Poly Alumni scheduled.
 - ii. The Alumni House will stay in place however, some staff may move out to the 'Business Park'.
 - iii. The 'Volunteer Management' strategic plan is in the works.
 - iv. There are 'Student Send Offs' planned which are 'out of state' events for 'out of state' students who will be attending Cal Poly in the fall.

VI. Old Business

- a. None

VII. New Business

- a. Capital Project Update & Mid-Year Financial Statement Review
 - i. Heather Zacker, Director - Finance provided a capital project update and mid-year review of the University Union Financial Statement which includes July 1 - Dec 31.
 - ii. Heather reviewed the Capital Expenditure Report which includes projects and pieces of equipment costing over \$5,000. She commented that large projects are run through Cal Poly Facilities and don't appear in this report.
 - iii. Heather reviewed the mid-year budget variance report.
 1. Heather explained how to read the spreadsheet and reviewed each line item.
- b. University Union Facility Policy Revisions
 - i. **Motion #1 (Hofmann/Spano) "Move to lay on the table the University Union Facility Policy revisions."**
 - ii. In Sarah Billeter's absence, the motion was tabled.
 - iii. **Motion passed unanimously.**
- c. UUAB Standing Rules
 - i. Robyn reviewed the changes to the Standing Rules. The meeting day and time for spring quarter have been changed.
 - ii. **Motion #2 (Spano/Beebe) "Move to recommend approving the UUAB Standing Rules."**
 - iii. **Motion passed unanimously.**
- d. University Union Facility Policy Revisions
 - i. **Motion #3 (Hofmann/Spano) "Move to remove from the table the University Union Facility Policy revisions."**
 - ii. **Motion passed unanimously.**
 - iii. Sarah Billeter, Assistant Coordinator - Facility Scheduling presented the recommended changes to the University Union Facility Policy.
 - iv. **Motion # 4 (Spano/Beebe) Move to recommend approving the revisions to the University Union Facility Policy."**
 - v. **Motion passed unanimously.**

VIII. Liaison Reports

- a. Board of Directors Designee – Joe Fewel
 - i. Absent
 - ii. Full report submitted.
- b. President’s Designee – Darius Rogness
 - i. The ‘Diverse Student Network’ was launched by the Diversity & Inclusion committee on February 26.
 - ii. Darius thanked members for volunteering for the ‘Flex Your Right to Vote’ campaign.
 - iii. Full report submitted.
- c. University Wide / Academic Senate Committee
 - i. None given.
- d. Student Club Council
 - i. None given.
- e. Staff Reports
 - i. Facilities – Ron
 - 1. The leisure pool plaster has been removed; it is down to the concrete. The pool contractor, Condor, plans to re-plaster the pool this week or next depending on the rain. They are on schedule to open the first day of spring quarter, April 2.
 - 2. Quaglino Roofing will be on campus to repair the Rec Gym roof in the next two months; they are waiting for a break in the rain.
 - 3. Beam Building Envelope Consultants and PKM Architects have re-engineered the Main Gym roof. The roof repair project will start in the summer of 2024.
 - 4. The ‘1901’ building ‘Open House’ was Monday, March 4.
 - 5. Bill Gaines Audio (BGA) is in the Forum installing the audio-visual equipment. The Forum will be open on April 2. There will be a small ribbon cutting ceremony.
 - 6. Ron thanked UUAB for their feedback on the pickleball project at the Sports Complex. There is a lot of interest in the Futsal courts as well as the four pickleball courts over one tennis court.
 - 7. Ron thanked UUAB for their feedback on the University Union outside spaces design. He reviewed the items that were not well received and the ideas that might be doable. SWA will do a redesign and present it to the UUAB at a future meeting.
 - 8. Switchgear is being replaced this summer. This will allow 18,000 square feet of solar panels to be installed on the University Union roof.

IX. Announcements

- a. Announcements were given.

X. Adjournment

- a. The meeting was adjourned at 11:35 a.m.

Submitted by: _____ Date: _____

Davia Rusco, Administrative Assistant II, UUAB

Submitted by: _____ Date: _____

Aaron Fernandes, UUAB Chair