I. **Call to Order**
   a. Meeting Called to order 2:11pm
   b. Present: Bryan Arias, Ashley Awe, Natalee DeBruin, Katie Hosch, Davina Joshua, Gary Le, Toby Le, Priyanka Lim, Claire Maniti, Emily Marx, Ryan Perez, Akshata Rohra, Sharon Van Bruggen, Luke Wang

II. **Public Input**
   a. None

III. **Approval of Minutes**
   a. Motion: Bryan
      i. Second: Toby

IV. **Chair's Report**
   a. Charter changes that we talked about, we will be talking about it again, will be brought back next week
   b. Meeting on Friday between Co-ops, GSA, AS, and I will be there, on the MSA

V. **Vice Chair Report**
   a. Talk more about space allocation in old business

VI. **Directors Report**
   a. Mostly working on budget
   b. Update after storm, no major issues this time
   c. Not a lot of water intrusion, just the normal tracking in water
   d. Student Veterans Resource center, there is still water in the wall, we have done some drying, and we are going to check to make sure there is no mold
   e. Ryan: are they on top of groundworks?
      i. Yes
   f. Davina: any wind damage?
      i. Lots of branches down, but it is a campus issue, nothing affecting UCEN

VII. **New Business**
   a. None

VIII. **Old Business**
   a. Focused on appeals process, offense in a separate cell
   b. Incorporated changes from last week, the different levels of penalties,
   c. Not picking up keys added to a minor offense
   d. Ashley: Where it says not picking up keys, I'm assuming it means not picking keys for the whole quarter
   e. Sharon: listing for the parameters to add to the guidelines
   f. Claire: clarity on appeals, to read up to 3 academic weeks to give a short presentation to UCAB during regular UCAB meeting
   g. Gary: move to approve the proposed amendment section by section
      i. Toby: Second
   h. Point of info: Sharon: this will go to legal first
      i. Ryan: what will happen then?
         1. Sharon: they are concerned with fairness
   i. Ashley: is it supposed to be both UCAB chair and vice chair
i. Luke: adjusted to and
ii. Claire: both would keep a better

j. Date Registered as a Student Organization
   i. Luke: 4+ years 4 points max
   ii. Ashley: didn't have something above an amount
   iii. Motion: Gary
       1. Second: Ryan

k. Org Size
   i. Not considered relevant anymore
   ii. Bryan: still give the number correct?
       1. yes
   iii. Move: Toby
       1. Second: Ashley

l. Active member
   i. Number of active members, defined by attendance, honor system
   ii. Motion: Gary
       1. Second: Natalee

m. Meeting with student orgs per academic year
   i. Max 5 points for 15+ meetings per year
   ii. Ryan: meetings include events?
       1. Luke: no, just meetings
   iii. Claire: recommendation to clarify heading
       1. Luke: open to recommendations, didn't want to just say GBMs
   iv. Claire: to say meetings including student org members
   v. Bryan: sounds a little weird,
   vi. Ashley: meetings of
   vii. Gary: sounds exclusive to those not actually in the org
   viii. Emily: student organizations meetings in the academic year
   ix. Motion: Ryan
       1. Second: Toby

n. Primary Space Use
   i. Deemed irrelevant from old system
   ii. Motion: Bryan
       1. Second: Toby

o. Number of events
   i. Smaller events get 1 point, up to 5 points for 400+ people per event, bc largest size ballroom
   ii. Emily: moving this under the student orgs meeting, so that they are right next to each other
   iii. Emily: application include the criteria for judging
       1. Luke: doesn't say specifics, but there is a general paragraph for what we are going to look at
       2. Gary: they don't see the actual point values
   iv. Motion: toby
       1. Second: Akshata
   v. Sharon: criteria self-reported, can any of it be certified?
1. Luke: didn't find it fair or necessary

vi. Ryan: reservation for meeting rooms
1. Gary: off campus orgs, and we can't keep track of it

p. Penalties
i. UCAB space allocation committee will be conducting 2 announced checks

ii. Priyanka: principle member spelled incorrectly, principal

iii. Ashley: plural spaces and offices

iv. Ryan: when people file complaint and reports do you check it?
1. yes

v. Motion: Ryan
1. Second: Toby

q. Minor offenses
i. Include: perishables, noise complaints, and preventing other student orgs to using shared space. 2 points per quarter and 5 per year for cancelation of space

ii. Claire: why does it said and versus or?
1. Luke: for the larger items, as long as they are not prohibiting anyone's space

iii. Davina: what if they are using someone else's space?
1. Luke: there is some empty space, or in front of the shelf for bigger items

iv. Sharon: okay to use more space than you are allotted as long as they are not blocking other space?

v. Claire: certain larger items that simply don’t fit? Like the big heads?
1. Luke: yes, big things like costumes, Greek letters, won't fit on shelves

vi. Ashley: one round, change to cycle of space allocation

vii. Motion: Ashley
1. Second: Toby

viii. Object for question: Gary: how are we addressing a fire hazard?
1. Luke: usually too close to the ceiling, and it is in the UCEN policy, blocking sprinkler
2. Ashley: add presenting a fire hazard to the minor offenses
3. Claire: add to first bullet point, at the end of the first point
4. Sharon: there will be a spot in the guidelines, student orgs must follow the UCEN policy guidelines
5. Emily: use a disjunction to say or presenting a fire hazard
6. Gary: withdraw objection

r. Major Offenses
i. Illegal and dangerous things result in immediate termination

ii. Gary: offenses in 2 calendar years, need clarification

iii. Bryan: clarify with the cycles since we clarified that earlier

iv. Ashley: use or storage instead of and. Make it parallel throughout each point

v. Emily: reviewing the use of stage policy, consistent with the penalties list
Gary: building policy was looked over, tried to align it with illegal and things you can't have at the university and we wanted to punish the org as a whole

i. Gary: 2 calendar years, what does it actually mean, and is it consecutive after they get kicked out, or is it the cycles
   1. Luke: for 2 academic years

ii. Claire: recommendation to strike the second point, adding 2 years to one additional violation

iii. Sharon: lose it this year, and you are not able to apply the following year

iv. Gary: we want the entire org to cycle out first, because that is about 6 years of committing major offenses. Change to the next two cycles space allocation in which they are assigned a space.

v. Gary: do we want to continue the calendar year suspensions or change it to cycles of space allocation to be consistent.

vi. Claire: suspension of allocation for that student org for the duration of, added before the cycles of space allocation

vii. Gary: approve
    1. Second: Natalee

viii. Objection: Emily: take a look at the other document, look at this back next week
    1. Sharon: keep penalties here and send out the criteria to legal council

ix. Luke: hold off on approving major offenses

x. Gary: We should still talk about the appeals

s. Appeals
   i. Minor or major offense, file through the UCAB chair and vice chair, come to UCAB meeting to present within 3 weeks of report
   ii. Motion: Bryan
   iii. Sharon: appeal process and the 3 weeks, it applies to both minor and major offenses, show that you will immediately loose the right to use the space in the middle of the 3 weeks.
   iv. Claire: must vacate space immediately but will have the chance to appeal
   v. Gary: the space in question will remain open or on hold until the appeal has been decided
   vi. Claire: remain vacant until the appeal has been decided
   vii. Motion: Gary
       1. Second: toby
   t. Luke: all approved except for major offenses, based on the UCEN space usage policy
   u. Luke: space allocation will be this Thursday again

IX. **Member Reports**
   a. None

X. **Open Forum**
   a. Gary: random ideas, look at other student unions that we could see maybe to add
i. Claire: Sharon brought it up a couple weeks ago, we can totally do that, send out a doodle. Travel to close by schools
b. Toby: Curious about PC West, space used for something out, the news ticker
   i. Gary: That's a part of the Stewart art collection
   ii. Luke: can we slow it down?

XI. Announcements
   a. Claire: HDH is conducting focus groups, interacting with HDH facilities, there is also $25 gift cards and free food, send the email out, encourage. Grad and undergrad students
   b. Bryan: GSA this Friday PC ballroom
   c. Claire: Looking at the charter after this meeting, call budget meeting after as well

XII. Adjourned
   a. Meeting adjourned at 3:14pm