

**University Centers Advisory Board
Meeting Minutes, March 5, 2012
Marshall College Room**

Call to Order

Meeting called to order at 3:02pm.

Vice Chair Albert Trujillo took meeting minutes in place of the secretary.

In attendance: Sharon Van Bruggen (Interim Director), Nicole Metildi (Chair), Albert Trujillo (Vice-Chair), Jason Thornton (Alumni Rep), Allison Khoe (Marshall Rep), Elyssa Droge (Roosevelt Rep), Jerry Lan (Warren Rep), Aaron Tumamao (Jackie Clavin's Proxy, At-Large), Daniel Ornelas (Muir Rep), Jessica Hsi (At-Large), Jeremy Akiyama (AS Rep).

Absent: Huma Waseem (SAAC), Jackie Clavin (At-Large), Emily Marx (Staff Association Rep.), Mike Porter (GSA Rep), Khanhly Nguyen (Revelle Rep),

Approval of Minutes

- Approved by Allison Khoe
- Seconded by Jeremy Akiyama

Public Input

Trina Huynh California Society of Health System Pharmacists

- Talent Show showcasing cultural pride
- Non-profit
- Skaggs School of Pharmacy
- There is an admission fee (\$9 pre-sale, at-the-door \$12) to fundraise:
 - Use money towards a grant that promotes pharmacy & health
 - Health Screening in the SD community
 - Asthma Camp this summer
 - One-Stop Marquee
 - Box Office
 - May 15th, 6p-9:30p
 - Open to all UCSD Students
 - Heavy alumni participation

Joseph, Evangelical Chinese Christian Fellowship

- April 8, 6p-10p
- ~100
- Open to all students
- PC Ballroom West A/B
- Not a fundraiser
- Sermon given by guest speaker & short skirt to follow
- Geared towards mandarin-speaking students
- \$254.00
- Flyering & posters on Library Walk

- Talking to other orgs on campus

Icebreaker

Roll Call

- Sheet being sent around

Chair Report, *Nicole Metildi*

Vice-Chair Report, *Albert Trujillo*

- Referendum
 - Nicole & Albert met with Alyssa Wing last week
 - Nicole removed sponsorship for the referendum
 - Will not be placed on Spring ballot
 - Will have a finalized budget by Fall Quarter (hopefully) & have communication with AS early on next school year to avoid last-minute presentations of the budget
 - Will have to look at what cuts will be made for next school year
- Secretary position
 - Interviews being conducted!
- Spring Meeting time
 - Fill out doodle if you haven't already

Interim Director Report, *Sharon VanBruggen*

- PEG 1st Place
 - PEG got 1st place at the International Marketing Competition ACUI
 - Illustrations done by the students
 - Bands picked out by the students
- Budget Planning
 - Subcommittee
 - Reviews budget & brings back to UCAB for approval
 - Administrative team currently drafting the budget
 - Will be looking at where cuts need to be made
 - Timeline:

March 1 Begin Budget Meetings (Sharon with senior managers)
[2.5 weeks]

March 19 Call Sheets to Senior Managers (John H.)
[2 weeks]

April 2 (1st wk) Call Sheets Due, Begin Compilation (John H. / Sharon)
[2 weeks review/discuss with senior managers, make adjustments]

April 16 (3rd wk) Final Internal Drafts Due (senior managers)
[1 week to prepare for UCAB meetings]

April 2 (4th wk) Final Draft to UCAB Budget Committee – Meeting 1 (Sharon / John H.)

April 30 (5th wk) UCAB Budget Committee Meeting 2 (Sharon / John H.)

May 7 (6th wk) UCAB Budget Committee Meeting 3 (Sharon / John H.)

May 14 (7th wk) UCAB Budget Committee Meeting 4 (if needed) (Sharon / John H.)

May 21 (8th wk) UCAB Budget Committee Presents to UCAB (Albert)

May 28 (9th wk) UCAB Vote Due on Budget

June (10th wk) UCAB Vote (if needed)

- Coop Committee, Thursdays, 4pm
 - Please show up if you can
 - As of right now, Sharon & Nicole are the only ones showing up to the Coop Committee Meeting
 - E-mail Nicole if you can no longer make it to the meetings

Member Reports

- Allison Khoe, “What is the status of Mexican Restaurant?”
 - Currently looking at architecture of facility
An architect has proposed structure of space
Need the blueprint to attach to the RFP before it can be sent out
Currently have a list of 150 possible vendors composed of restaurant interested / restaurants we are interested in
Hoping to get RFP out by the end of this month
- Jessica Hsi, “Where will the salon be placed?”
 - Across from the loft, 2nd level
 - Vendor already chosen, working on name

New Business

- Tech Fee Balance:
- Tech Fee Subsidies
- *Joseph Chen, Evangelical Chinese Christian Fellowship*
 - Moved to approve \$254 by Jessica Hsi
 - Seconded by Daniel Ornelas
- *Trina Huynh, California Society of Health-System Pharmacists*
 - Moved to approve \$375 by Jason Thornton
 - Seconded Jessica Hsi

Old Business

Announcements

Open Forum

- Student center space in Media Lounge

- 3 orgs in the media lounge are being moved due to necessary renovation that needs to happen in their current space
- Being located to a space in Price Center

Roll Call

- All still present

Adjournment

- Meeting adjourned at 3:38pm