

**University Centers Advisory Board  
Meeting Minutes, February 04, 2013  
Warren College Room**

**Call to Order**

Meeting called to order at 2:06pm, officially 2:24pm

*In attendance:* Albert Trujillo (Chair), Jessica Hsi (Vice Chair), Sharon Van Bruggen (Director), Elina Hood (Sixth Rep), Tristan Britt (Marshall Rep); Allison Khoe (At-Large), Michael Porter (GSA Rep), Matthew Jarvis for Michael Yu (GSA Rep), Leonard Bobbit (Warren Rep), Emily Marx (Staff Association Rep.),

*Absent:* Jason Thornton (Alumni Rep), Meryem Kamil (SAAC Rep), Cody Marshall (AS Rep), Justine Alonzo (Roosevelt Rep), Colin King (Revelle Rep), Hope Czbas (Muir Rep)

**Roll Call**

- Sheet being sent around

**Icebreaker**

**Approval of Minutes**

- Approved by Matthew Jarvis
- Seconded by Leonard Bobbit

**Public Input**

Name, Affiliation

- No Public Input

**Chair Report, *Albert Trujillo***

- Referendum Update/GSA March 11
  - AS approved language last Wednesday with GSA edits, and an edit from Student Affairs. Will need to go to GSA next Monday.
- Coops Update
  - Spreadsheet with rent proposal and current debt passed around. UCEN would cover utilities and trash, monthly rent would be reduced, and this rent would be retroactive in regards to coop debt.
- Budget Committee
  - Will be meeting by the end of this week or early next week.
- Doodle – Spring Qtr Meetings
  - General availability doodle for next quarter sent out.
- Next Week Mtg – Student Center
  - Next week meeting in Student Center to review former Guardian space.

**Vice-Chair Report, *Jessica Hsi***

- Space Allocation

- Meeting with John Payne 8am-10am Friday. No meeting today.

### **Director Report, Sharon Van Bruggen**

- Strategic Plan
  - 8 interviews conducted by Master's students from Sharon's program so far. Would like to spend 20-30 minutes with UCAB to further discussion and see UCAB's thoughts on the strategic initiative identified. Would also like to have focus-group style conversation with non-UCAB students next Monday
- PCW, L2 Stairs
  - Crack in ceiling due to water damage, stucco collapsed in stairwell..

### **New Business**

- Tech Fee Balance: \$3,275
- At-Large Position
  - At-Large Position selected and voted on – approved.

### **Old Business**

- Rental Proposal for Coops
  - Rent: \$0.20/sq. ft. for 2 years. UCEN would cover utilities and trash as well. After two years, escalates to 7% of sales or \$0.66/sq. ft.
  - Tristan: \$0.10/sq. ft. during summer. Half rent always during summer?
    - Albert: Yes, to reflect reduced traffic during summer.
  - Vote
    - Yes: 7
    - No: 0
    - Abstain: 1

### **Member Reports**

- Leonard wants to start a poster campaign to encourage students to check out budget. A pre-campaign, campaign on referendum.
  - Sharon: Is there any cost to this? Will it be considered as campaigning?
    - Leonard: No cost, Warren College Council already covers. And as long as language is neutral, posters can be put up.

### **Announcements**

### **Open Forum**

- Members encouraged to go back to council to get other students to join focus group on strategic initiative next Monday at 1. Pizza will be served.

### **Roll Call**

- All still present

### **Adjournment**

- Meeting adjourned at 2:38