

**UCAB Meeting Minutes**  
**Week 5**  
**October 25, 2016**

**I. Call to Order**

- a. Meeting called to order at 2:03pm
- b. Present: Ashley Awe, Natalee DeBruin, Pamela Fruge, Robert Gougelet, Katie Hosch, Evan Jan, Davina Joshua, Gary Le, Toby Le, Dennis Mahaketa, Eric Ramirez, Andrew Thai, Emily Trask, Luke Wang

**II. Public Input**

**III. Approval of Minutes**

- a. Move to approve: Rob
  - i. Second: Gary

**IV. Special Presentations**

- a. Hugh
  - i. Hi Thai Retail Report
    1. Expiring Lease
    2. California corporation
    3. Tennant since 2006
    4. Moved into closed session at 2:08 by Gary
      - a. Second: Toby
    5. Moved out of closed session by Eric at 2:28pm

**V. Chair's Report**

- a. Retreat is week 6
  - i. November 5th, here from 9am-3pm, lunch provided
- b. Mystery shopper tabling, 7th, 9th and 10th 10-2 on library walk
  - i. Involve all student in mystery shopper program
  - ii. To get more representative
  - iii. Natalee: tabling Monday, Wednesday, and Thursday?
    1. Yes
  - iv. Ashley sent out tabling doc, sign up please

**VI. Vice Chair's Report**

- a. No tech fees
- b. We have 2,000\$ more than we usually do, so it is a personal goal to give it to as many orgs as much as possible
  - i. Any ideas to market to student orgs
  - ii. Gary: plug people on social media, can we send out to CSI org as a viable option
  - iii. Emily: facebook pages, onestop facebook page, and a get involved facebook page, OneStop one is more specific to student orgs. Mailboxes
  - iv. Rob: CSI page, banner advertisement
  - v. Emily: have it listed with all the other funding sources. Check to make sure its accurate
  - vi. Evan: talk to Angie, SAVP of Student Orgs. Refer the student orgs
  - vii. Emily: AS, when a student org gets funding allocation, in an automatic email, and include other funding sources.

**VII. Directors Report**

- a. Not too much
- b. Long term strategic plan
  - i. On site November 3rd for kickoff meeting, 3rd party consulting company. Will dive into what is next for University Centers
  - ii. Luke: is there a focus?
    - 1. John: 5 part focus that ties in with Student Affairs mission. Scope is starting on aligning with Student Affairs
- c. Response about facilities design and construction, out to bid for construction, yesterday. Selection goes out at the end of November, chancellor signs notice mid December. Construction start date December 19th. Completion scheduled May 29th. Could condense or extend, hard to tell if we will have opportunity to condense or not. I will look for every opportunity to condense timeline.

**VIII. New Business**

- a. Hi Thai Lease Renewal
  - i. Please get feedback and ideas from councils
  - ii. Rob: can I make announcement to my council about this?
    - 1. Luke: yes, anything before we went into closed session, we want feedback
  - iii. Gary: move into closed session t 2:48pm
    - 1. Second: Eric
  - iv. Gary: motion to exit closed session at 3:11pm
    - 1. Second: Toby
- b. Food Pantry Expansion
  - i. AS lecture notes and soft reserves is closing, Food Pantry is hoping to expand. Since it is a change of concept, we still need to approve it

**IX. Old Business**

**X. Member Reports**

**XI. Open Forum**

- a. Ashley: more computers in commuter lounge? Thank you for the Starbucks birthday party. Before everyone leaves, who is staying as the college reps. If you aren't on list serve please talk to me after meeting
- b. Natalee: Roundtable, student group. Whatever happened to that alumni?
  - i. John: that should be a closed session
- c. Natalee: motion to enter into closed session for the duration of this question at 3:14pm
  - i. Gary: Second

**XII. Announcements**

- a. Luke: looking to fulfill two member at-large students, one Grad and one grad or undergrad
- b. Eric: last UCAB meeting, thank you all for the experience

**XIII. Adjournment**

- a. Meeting adjourned at 3:21pm