

**UCAB Meeting Minutes**  
**Week 2**  
**October 4<sup>th</sup>, 2016**

**I. Call to Order**

- a. Meeting Called to Order at 2:08pm
- b. Present: Ashley Awe, Natalee DeBruin, Katie Hosch, Evan Jan, Davina Joshua, Gary Le, Toby Le, Dennis Mahaketa, John Payne, Eric Rameriez, Emily Trask, Ankit Vyas, Luke Wang

**II. Public Input**

**III. Approval of Minutes:**

- a. Motion to approve with amendments: Gary
  - i. Second: Natalee

**IV. Special Presentations**

**V. Chair Report**

- a. Welcome again, introductions
- b. New Members, councils will probably appoint their new members in the next few weeks. Fill out the contact sheet that is going around
- c. Retreat will happen either week 5 or week 6, planning around the councils retreat, let me know when your council retreats will be
- d. MSA Negotiations
  - i. No specific movement
  - ii. Ombuds sent out and email to schedule a meeting

**VI. Vice Chair Report**

- a. Dance Marathon
  - i. Have been approved for 350\$
- b. Move in for orgs is going well--> 75% of them moved in
  - i. Some are taking up too much space, letting it slide for the time being, didn't know what time
- c. Luke: Business office process?
  - i. Ashley: 2 weeks before the event

**VII. Director Report**

- a. Panhellenic rush is going well and one of our biggest
- b. Eric: Dlush rfp going live, and did the board have any conversation on the concept?
  - i. John: healthy eats, less of a drink concept. RFP date= October 18th.
  - ii. Luke: I have the RFP language right here
    1. Luke: an RFP is request for proposal, and it goes to a public meeting where interested vendors will attend and ask questions
    2. John: 50-75 vendors, 25 really interested, and 10 really quality
    3. Ashley: lemonade, tendergreens, sweet greens, and urban plate to be considered please
    4. Luke: D-lush space is very visible and very important to choose a vendor that will provide good option for students and visitors

**VIII. New Business**

- a. The Cove Room
  - i. John: Before 2008, the room located next to panda express, during the daytime we opened up the door, after 5pm groups to reserve to hold meetings. Sold the

space to the bookstore so that they could expand. This is their computer sales center. They no longer need their space anymore, only way to be accessed is from PC West Dining. Bookstore asked if we wanted to buy it back. Amazon campus space is a part of it, this space would give us about 88 more seats for dining. This could help fill both needs of dining space and meeting room. There will be some cost with infrastructure. Purchase back for the same price we sold it. VC Matthews and Gonzales.

- ii. Luke: we would almost double the amount of seating in PC West dining, during lunch rush it is a very packed space
- iii. Evan: are the walls already in place, and the pockets are support beams?
  - 1. Yes, walls are permanent with amazon campus project
- iv. Emily: the kind of space, move tables around, or square tables?
  - 1. John: we would find flexible use tables
  - 2. Emily: student orgs utilized it very well
  - 3. John: the side angles might be weird because of the amazon campus space cut out
- v. Davina: what would the timeline be?
  - 1. John: Depends on the cost, but probably 6-8months to refurbish, if it is a FM project it could be faster
- vi. Evan: What is the trigger threshold? Is there any natural lighting?
  - 1. John: only 3 windows, kind of under the stairs leading up to the ballroom. I don't know the threshold off the top of my head
- vii. Ashley: the bookstore requested that we buy it on a payment plan, still interested in that?
  - 1. John: yes, at this time our big thing is to get them to actually commit to selling, holding out on a what-if.
- viii. Luke: what's FF&E,
  - 1. John: Furniture, Fixtures, & Equipment
  - 2. Luke: air handler?
    - a. John: yes, and new lighting, new flooring, etc.
- ix. Luke: on one of the long term projects was for a pc west dinning consultant planner, would this tie in?
  - 1. John: yes, just met with a potential consult company
- x. Evan: from the model it looks like butterfly doors, would it be feasible for a sliding door?
  - 1. John: yes, that is actually the conversation. For visual sake it is butterfly doors on the model
- xi. Luke: we will have more conversations about what to do with this space if the bookstore commits to selling

**IX. Old Business**

**X. Member Reports**

**XI. Open Forum**

a. Outreach

- i. Luke: I would really like to engage in outreach efforts for the greater student body. Want to provide students on how to get info from UCAB, students pay a big fee every quarter for UCAB, and should know what is going on

- ii. Eric: Survey?
  - 1. Luke: there is an official one, but in the past UCAB has done an informal one
- iii. Natalee: Last year, did we table anywhere? Tabling at events would help
  - 1. Luke: I agree, engaging the reps to help disperse the information at tabling events
- iv. Gary: How do we differentiate ourselves from UCEN during tabling. Ambiguity around what at-large reps are supposed to be doing
- v. Ankit: brochures or pamphlets, with the basic information of what UCAB is and does
  - 1. Luke: still working on flyers, and other promotional materials
- vi. Eric: Does UCAB advertise at all in UCEN, comment box somewhere, and TV screens?
- vii. Gary: talked about comment boxes but hard to manage, and may not lead to anything constructive.
- viii. Ashley: at their student union, their version of UCAB members have their faces in the Student union so that people see their faces
- ix. Luke: we will continue this conversation at retreat and moving forward

**XII. Announcements**

- a. John: tomorrow from 5-7:30 Is UCEN student staff orientation, the taco company
- b. Gary: update on flooring for West Ballroom
  - i. John: no update yet
- c. Luke: I went inside Taco Villa, are they going to add any colors or décor?
  - i. John: yes, there are here actually

**XIII. Adjournment**

- a. Meeting Adjourned at 2:50pm