University Centers Advisory Board
Meeting Minutes
Fall 2018, Week #9
November 27, 2018

Opening

The regular meeting of the University Centers Advisory Board was called to order at 2 pm on November 27, 2018 by Alex Morrow in the Warren College Room.

Attendees

1. Ethan Dang (Sixth Representative)
2. Daniel Howanec (Student at Large Representative)
3. Alex Morrow (UCAB Chair)
4. Jesús Fernández (Student at Large Representative)
5. Annamarie Bucknum (SCERC Representative)
6. Joey Mendoza (UCAB Vice Chair)
7. Reilly Cannon (Revelle Representative)
8. Gianna Pedro (UCAB Secretary)
9. Pamela Frugé (Alumni Representative)
10. Tanmay Shetye (Warren Representative)
11. Nikhil Pothuru (AS Warren Senator)
12. Harrison Oliphant (Marshall Representative)
13. Emily Trask (Staff Association Representative)
14. Liora Kian Gutierrez (Interim Staff Association Representative)
15. Sharon Van Bruggen (Director) – ad hoc

Public Input

• None

Approval of Minutes

• Amendments were made by Sharon.
• Motion to approve minutes as amended: Joey
• Second: Daniel
Special Presentation

- None.

Chair Report

- Shogun will be here next week on December 4 for a special presentation.

Vice Chair Report

- We are releasing spaces that have not been claimed. We are starting to move student organizations off the waitlist and giving them these spaces.
- Language adendum has been made for the Tech Fee Subsidy Guidelines.

Director Report

- In the Winter Quarter, you should discuss Blue Pepper. They are coming into a year of their lease and they have sent an interest letter to renew. It is up to UCAB to discuss renewal or another restaurant for the space. You will receive information about the vendor and anything you want to know. Also, ask constituents for feedback and ask what they want in the Student Center.
- Regarding Soda and Swine, they have submitted plans for the patio. They also asked if they can add matcha tea to the menu, which has been approved.
- During the break between Fall and Winter, a lot of projects will take place while the campus is closed.
  - Dirty Birds’ lease of the premises is from their counter back, and the dining area is common area. We are funding that and doing the design.
  - There is University Centers project that involves replacing water chill lines, replacing plumbing lines, etc. The main demolition of the space will happen over the campus closure. You will see a period where the fences are gone, this is because the contractors will be putting up their own fences. This is a transition from our project to the project of the main team.
  - There will also be jetting of the grease lines in PC East and flororing repairs in the Game Roomover.
  - For the yellow tunnel, we now have materials to repair the hallway, which will be repaired over the break.
  - There will be floor repairs in Ballroom West and repairs for the bike parking near the ATM area.
  - We will also have our quarterly fire alarm testing.
  - Our team will be active and will take care of the behind the scenes works.
• Question from Tanmay: What is the projected opening for Dirty Birds?
  o Sharon: I am not sure yet but it may be in the Fall Quarter.
• Question from Pamela: What is the progress of Soda and Swine?
  o Sharon: There progress is slow. There is no date on when they will open. They are taking long but they are working.
• Question from Alex: Does Blue Pepper have Secret Shopper data?
  o Sharon: Yes. We want to do Secret Shopper early to make changes. We may be shopping now but we also have previous data. Secret Shopper is not a decision-maker for renewal but information for the board. It is meant to be a dialogue with the vendors so they can serve the community the best.
• Question from Pamela: Are there other mechanisms to get feedback outside the Secret Shopper?
  o Sharon: We don’t have feedback form now but we are working on one. We are trying to see how other campuses are doing it. We are working with campus IT to get it on a platform that is easy for students and for us to get it to the right team members. We also get feedback from people who give feedback directly. Additionally, there is a customer satisfaction survey. We this every year from faculty and students.

New Business

PC Patio

• Last retreat, UCAB talked about how they can improve the space and make it more welcoming.
• Ideas mentioned during this retreat were the following: greenery, heatlamps, string lamps, speakers and music, small stage, chalking area, and cushions on existing metal tables and chairs.
• Possible names for the patio are the following: PC Patio and PC Commons. Currently open to others.
• More ideas for names from the board:
  o Joey: PC East Patio.
  o Question from Emily: Will there be other patios? If there are plans for more patios, it would affect the name.
    ▪ Alex says that the patio by SPACES may also have a name.
  o Alex: Triton Patio, Heart and Soul Patio.
  o Daniel: Triton’s Corner
  o Emily: Blue and Gold Patio or Corner
• More ideas for space from the board:
  o Emily: Graphics on the windows.
  o Jesús: Publicity boards for events.
  o Joey: Bright lighting (or spotlights) since that area is dark at night.
  o Alex: I like the idea of a small stage but space is already big enough.
  o Sharon: Ponder post for a quote of the day.
  o Daniel: Egg cushions chairs.
  o Tanmay: More cushion couches since people need more seating, especially during the Farmer’s Market.
  o Joey: Repair or remove charging ports.
  o Sharon: A large-scale shade structure since the area gets hot. The shade also creates a sense of visibility and place. It should be big and functional.
  o Daniel: To add on to the shade structure, we should get one that is waterproof.
  o Joey: We could have the shade be shade sails.
  o Emily: Have a trellis with plants to make it seem more as an outdoor space.
  o Question from Joey: Do we know how Matthew’s Quad will look like after the Triton Pavilion?
    ▪ Sharon: It will be the same thing
  o Question from Sharon: What type of tables that would work? All the tables are four tops. Should they be two tops or family style? What is the best seating style?
    ▪ Tanmay: The busiest hours is during the Farmer’s Market. We should make it family style so more people can use that space.
  o Joey: Wooden sun chairs.
  o Daniel: Bar top type of table that would go on the edges.
• Ask constituents and councils what will be useful for the patio.

Language adendum for Tech Fee Subsidy guidelines
• The current Tech Fee Subsidy guideline is: “You must meet with the Vice Chair of UCAB to discuss your request. *. You must bring the following materials with you:
  o Copy of the University Centers tech fee services estimate
  o Copy of your event budget
  o Sample marketing materials”
• The proposed revised version is: “You must meet with the Vice Chair of UCAB in-person or online* to discuss your request. (Online meetings are held over Skype or other video-call media.) You must bring the following materials to the in-person meeting or submit them via email to ucabvicechair@ucsd.edu before the online meeting:”
• With the current guideline, students end up filing applications until the week before when they read the last part. The revised version reflects something more accessible. With the online option, this makes it easier for the students and Joey. This is what Joey wants the amended language to be.

• Suggestions from the board:
  o Daniel: What is the asterisk for?
    ▪ Joey: In the website, the asterisk is for the guideline, “the UCAB cannot approve tech fee subsidies for events that already occurred…” That information does not need to be changed. The concern is making the meeting happen and that is what I want to be explicitly displayed.
  o Alex: I suggest that you add “12 hours before” or “24 hours before” to submit the materials before the online meeting.
    ▪ Joey yields to Gianna: I agree. It would prevent people from submitting the materials 5 minutes or so before the meeting.
    ▪ Jesús: It would also benefit the future UCAB Vice Chairs. Other people may prefer more time.
    ▪ Joey: I will change it to “at least 24 hours:
  o Sharon: Simplify what is mentioned in the parenthesis. Change it to: “…in-person or online (Skype or other video call media) to discuss your request*”.
  o Question from Emily: Does this mean we will not take people who come in during the UCAB meeting?
    ▪ Joey: No. The meeting with vice chair is required but the meeting with the board is optional. I still encourage organizations to present to the board. However, the meeting with the board does not affect the outcome.

• Motion to table the language adendum: Joey
  • Second: Tanmay

Old Business
  • None.

Member Reports
  • None.

Open Forum
  • None.
Announcements

- Emily: I would to introduce Liora. She will fill in for me while I am on maternity leave.
- Alex: If anyone is not getting the emails, talk to me after the meeting.

Motion to reorder to open forum: Joey
Second: Ethan

Open Forum

- Joey: I invite representatives to reach out more to Sharon, Alex and me. Please convey your ideas and we need to have open communication. If you do not want to bring it up at board meeting, please reach out to Sharon, Alex or me.

Adjournment
Meeting was adjourned at 2:42 pm by Alex Morrow. The next general meeting will be at 2 pm on December 4, 2018 in the Warren College Room.