

**University Centers Advisory Board**  
Meeting Minutes – AMENDED  
Winter 2020, Week 1  
January 7, 2020

**Opening**

The regular meeting of the University Centers Advisory Board was called to order at 2:03 pm on January 7, 2020 by Joey Mendoza in Warren College Room.

**Attendees**

1. Joey Mendoza (UCAB Chair)
2. Aditya Arora (UCAB Vice Chair)
3. Clarissa Elbo (Sixth College Interim Representative)
4. Bassel Hatoum (Revelle College Proxy Representative)
5. William Ebro (Roosevelt College Representative)
6. Sharon Van Bruggen (Executive Director) – ad hoc, non-voting
7. Samir Nomani (Muir College Representative)
8. Shubham Kulkarni (AS Representative)
9. Emily Trask (Staff Association Representative)

**Public Input**

- None.

**Approval of Minutes**

- Motion to approve minutes from Week 10 of Fall Quarter as amended: Samir.
  - Seconded by: Shubham.

**Special Presentations (Jackie Duerr)**

- Transfer Student Resource Center Discussion
  - A third of the campus are transfer students. About half of transfer students do not feel valued and feel like they belong, and this number needs to change.
  - Goal: Develop a centrally located Transfer Student Center to open in Fall 2022, specifically to aid transfer students.
    - Before this center opens, a space in the Biomedical Library will be available until 2021, used specifically to provide more services such as mental health, peer coaching, study spaces.
    - Would like to partner with Price Center through Fall 2022. Objective is to do more quiet activities in the Biomedical Library and have Price Center host more academic and social events for transfer students, since Biomedical Library space is limited.
    - Space needs: an information desk, open study space, study rooms, computers, and printing stations.
    - Impact: Empowerment in putting transfer support in the central hub of campus. Transfers will get a feeling of belonging and community.

Motion to extend by 10 minutes: *Approved.*

- Aditya: Where did you get your statistics?
  - Jackie: Institutional research, incoming transfer admissions information, and surveys.
- Aditya: If space was allocated to you in PC, and your budget does not cover everything, do you have other funds?
  - Jackie: We do not have a guarantee for other funds. However, we are resourceful, and plan to make this center happen.
- Samir: Regarding the Biomedical Library space until 2021. Is it possible to extend it to 2022?
  - Jackie: Yes, we could ask for an extension and see what the outcome may be.
- Joey: Biomedical Library is very unknown and isolated. Having a transfer center in PC is a great idea. Being the first central location to have a transfer student center is monumental. The only problem would be the commuter lounge. There's already a reception desk, kitchen and study area. We need to focus on wayfinding and resources, otherwise we are only relabeling areas/resources for transfer students only. The transfer center needs to be inherently different from the commuter lounge.
- Sharon: Ideally you have a space designated to transfer students. Are you open to a satellite space? To have a presence in a dedicated space, and not having a dedicated event space?
  - Jackie: Having a transfer specific space is more powerful. However, we can foresee a collaborative approach since we are flexible in what is available in PC.
  - Sharon: We can consider having tables reserved at a specific time. When it is not in use for transfer students, anyone can study there.

Motion to Extend Time: *Approved.*

- Joey: It might not be a central location, but it is an established center: the old student center. It is a permanent and unoccupied space and is going to be adjacent to the new improvements in the area. It is an option to consider. However, it would need construction funding, and is therefore, more expensive.
- Clarissa: Biomedical library is not too bad of a space. Have you considered simply increasing your advertising?
  - Jackie: We are working on putting out more flyers on campus and advertising on social media. Transfer students will be getting emails as well. Also, we are tabling this week on library walk.
  - Sharon: We can help promote it on the student life channels and the student life/events insider.

### Chair Report (Joey)

- Open Positions: Send interested individuals to the UCAB email.
- Upcoming Retreat
  - Sending out a Doodle for it. Retreat will be aiming for Week 4 or 5.
  - Trying to keep it down to three hours or less. Please respond as soon as possible.
- Ad-Hoc Committees
  - Rules- this committee goes through the charter to create amendments.
    - Currently needs a third member.
  - Nighttime Activation- this committee proposes a budget proposal to increase space activation.
    - Doodle for this committee next week. Great opportunity to get involved.
  - Space Allocation and Needs- committee started by Aditya.

### Vice Chair Report (Aditya)

- Space Allocation
  - Working with the co-working spaces and outreach and trying to find different ways to promote the rooms. We encourage all student organizations to utilize the space.
  - Doing a walk-through of student organization storage spaces soon to get some organizations off the waitlist.

### Director Report (Sharon)

- We are in the process of hiring a new employee. If anyone would like to sit on the interview committee, it would be great.
- Furniture is coming in for the Southeast patio, still waiting for fire pits and umbrellas. However, it is coming together, so be sure to look at the new common areas and unique features.
- Work has been done on the North Patio as well, putting in the foundation and decking. Dirty Birds may open mid- to the end of this quarter.
- Over the break, many repairs were made as well.
- Treehouse Lounge, Student Center
  - Here are all the new study desks and booths that we are considering for this lounge.
  - Joey: How many are budgeted?
    - Sharon: We will have to double check.
  - Sharon: These are just some ideas that need to be narrowed down. Put a check mark on those that you prefer.
  - Joey: Have we received any feedback on the furniture changes on Blue Pepper Lounge?
    - Sharon: Have not received any feedback, but we can do a survey on it.
  - Aditya: Do you have any updates on the marketing changes for the nighttime activation?
    - Sharon: Yes, Amanda did some work on this last quarter, I can ask for a report.

### New Business

- None.

Motion to open Old Business: *Approved.*

## Member Reports

- Samir: Input on the Marquee.
  - Regarding the marquee, our council had a couple questions.
    - If companies could pay for advertising on the marquee, where would that money go? How would these funds be allocated?
  - There were concerns that if we allowed corporate sponsorships, it wouldn't feel as much as a student center anymore. However, after a vote, it turns out the majority would not mind company advertisement.

## Old Business

- Rules Committee Amendment
  - UCAB voted to amend this portion of the charter last quarter. There are numerous rigid obstacles in the current charter; amending it will make future amendments more reasonable and expeditious.
  - However, we must amend our amendment. In order to make amendments to our charter, it is in our policy to include A.S. and G.S.A. So, now we will limit to one 2/3 vote, but still include going to A.S. and G.S.A. We added a new clause. It simply needs to be proposed and voted on in the next meeting.
    - Emily: I believe you need a quorum.
    - Sharon: Yes, it should be stated more clearly.
    - Samir: For the quorum, it cannot hurt to specify this on the new amendment.
    - Shubham: There should be no meeting if there is no quorum. Therefore, we will most likely have quorum when we vote in meetings.
    - Emily: In the past, voting only happened in meetings with quorum. If quorum was not present, voting did not happen, but business was still being discussed.
    - Joey: Do we want to include the quorum clause in this specific amendment?
    - Samir: For now, we can add another clause saying there must be quorum at the time of the vote.
  - Shubham: Would it be possible to make it so that the representatives for A.S. and G.S.A. on UCAB be enough of a vote? This way we do not have to go back to the entire organization.
    - Sharon: It is a smart choice to have these student governments in the loop of any changes made. I recommend you do not do it through the representatives.
    - Shubham: I believe having the representatives vote is enough. Having a discussion and keeping everyone in the loop is important. However, it is unnecessary for A.S. to approve UCAB changes.

Motion to table discussion to next meeting: *Approved.*

## Open Forum

- Joey: Would love to partner and collaborate with Emily regarding Onestop.
  - Emily: SILCs have weekly meetings you could attend. At the meeting, they can provide you with information, and answer any questions you have. On a side note, for the MLK weekend, there will be a parade. Hope to see everyone there.

- Joey: There are resources on campus for all students, do not hesitate to reach out.

#### **Announcements**

- Campus Sponsorships and Partnerships presentation next week.

#### **Adjournment**

Meeting was adjourned at 3:36pm by Joey Mendoza. The next general meeting will be held at 2:00pm on January 14, 2020 in the Warren College Room.