

University Centers Advisory Board

Meeting Minutes

Fall 2021, Week 8

November 16, 2021

Opening

The regular meeting of the University Centers Advisory Board was called to order at 2:07 pm on November 16, 2021 by Casey Lee on Zoom.

Attendees

1. Casey Lee (UCAB Chair)
2. Gopika Yallapragada (UCAB Vice Chair, Warren College Representative)
3. Sharon Van Bruggen (Executive Director) - ad hoc, non-voting
4. Claudia Mendoza (Administrative Assistant)- non-voting
5. Clarissa Elbo (Sixth College Representative)
6. Skye Zhang (SSC Representative)
7. Samir Noami (Muir College Representative)
8. Aditya Arora (Warren College Representative)
9. Emily Trask (Staff Association Representative)

Approval of Minutes

- A couple corrections were made on last week's minutes
- Motion to approve minutes from Week 7 of Fall Quarter: Gopika, second by Clarissa

Special Presentations

- None.

Chair Report (Casey)

- Subcommittee Sign-Up sheet: Chair provided a few minutes for members to sign up for the following:
 - Int'l Student Experience Adhoc Committee, Fridays at 3:00pm
 - Selection Committee (Appointments Committee), Upcoming dates
 - Antiracism Workshop. Monthly, Thursday's at 3:00pm
 - Space allocation Committee, Spring Quarter
 - Budget Committee, Spring Quarter
 - Charter Committee, TBA
- International Student Experience Adhoc Committee
 - Meeting this Friday at 3!
- CoWorking Spaces
 - Reservable for groups and individuals!
- Fall Fest Finals
 - Santorini: open until 9pm or 10pm
 - Dirty Birds: open until 10pm
 - TapEx: open until 11pm
 - BK: open until 12pm
 - Rooms available: Most likely 3, 1st loud scene, 2nd mid-level scene, 3rd people who would prefer a quiet space
 - Locations are to be determined
- Upcoming Meetings
 - In person once stipend is in place
 - Process to get everyone hired by HR to take place for stipend to be implemented

- at least a 3-week process
 - In person meetings should start by winter quarter
 - Chair will send a google form link to UCAB members to receive a de-stress goodie bag, as a thank you from her, for the participation thus far in UCAB

Vice Chair Report (Gopika)

- Tech Fee Subsidy- Liana Medeiros
 - Event
 - Criteria met
 - Funding approval
- Email me after submitting your application!
- Event description:
 - Organization: Daughters of Triton (DOT)
 - Event: DOT Fall Concert
 - Description: The Daughters of Triton, an all female-identifying a cappella group on campus, will be hosting a fall concert to showcase what they have learned this quarter. They will be inviting 2 other UCSD a cappella groups to perform with them. This event is open to all students, alumni, and the greater San Diego community and will be advertised on all their social media platforms.
 - Details:
 - Where: PC Theater
 - When: Dec. 2, 2021
 - Time: 7:30 pm-9:30 pm
 - Expected attendance: 90 people (based off of similar event last year)
 - Criteria Met:
 1. Educational event (conferences, lectures, etc.)
 2. Bringing people to UCEN for more than 3 hours (during operating hours)
 3. During off hours (4pm-2am, weekends)
 4. Event takes place at Original Student Center
 5. **Actively promotes alumni participation**
 6. **Open to general public**
 7. **Open to all UCSD students**
 8. Sought funding from other sources
 9. Event is a fundraiser
 10. **Event is free**
 - Funding approval:
- 1. Guidelines
 - a. 8+: \$2/ Student
 - b. 6-7: \$1.50/ Student
 - c. 4-5: \$1/ Student
- 2. Criteria Met- 4/10
 - a. $\$1 \times 90 \text{ students} = \90
 - b. Quote / AV Estimate: \$450
 - c. Amount requesting: \$450
 - d. Funding approved: \$90? (\$1 per person)
 - e. Event flier was provided
- Motion to approve tech fee subsidy Emily, second by Clarissa

Director Report (Sharon)

- Update on Curry Up Now: They should open in winter quarter
 - They are having a hard time getting a contractor, could potentially delay opening
- Adam will be invited to join next week's meeting to share information about open desk
 - UCAB supported a pilot idea for a staff coworking space in the former Caplin location
 - Opportunity for staff, who are mostly remote, or need a place to land for a few hours

- Will be a space for them to utilize a working desk, have a docking station and log in, take zoom meetings and do work as needed
- Adam will share details; he has worked out scheduling for space to be open to students on evenings and weekends

New Business

- Quotes for The Exchange (new International Student Lounge/Game Room):
 - Should be from international perspective
 - There's a limited capacity as to what can be used since the quotes need to be in English, even though we are trying to find a quote from an international perspective.
 - Those quotes are not always in English
 - Feel free to Message or email Chair with any potential quotes
 - Chair provided samples of wall graphics, to visualize where the quotes will be
 - Originally there was a quote from the creator of twitter on the wall, issue with this is it provided an American perspective
 - Sharon: May be okay to use American voice if it's an immigrant American, not your typical quotes we usually see
 - Important to have a more diverse voice other than the traditional white businessman
- Pump it up arcade:
 - Chair had a meeting with Jerry and Ryan regarding Pump it Up arcade:
 - Ryan and Jerry provided detailed additions to their original proposal
 - Ryan will take care of the bulk of repairs, and University Centers would provide Pump it Up a place to be, with optimal conditions
 - Skye: Who will cover process of transportation? Would cabinet require professional installation? This could be very costly.
 - UCAB would be responsible for transportation and installation
 - In terms of liability, there could be warning signs placed on the cabinet itself to prevent injuries and provide coverage for University Centers
 - Posters on how to use machine safely
 - In the case of the cabinet being destroyed and repair not possible: Risk management could be contacted for insurance; they can only cover if machine is hauled by a UCSD department
 - Possible co-ownership of the cabinet could be solution for insurance cost to not fall solely on Ryan
 - Ryan and Jerry inquired if there are cameras in The Exchange
 - Sharron: There are cameras throughout the building, not sure about the exchange specifically.
 - Sharron: It would be beneficial to bring in our business advisor and have him sit down and walk us through this process
 - Sharon will set up a meeting with the business manager to come in and discuss further
 - It is important that we clarify University Centers won't be held responsible of damage to the piece of equipment
 - The thought process Ryan and Jerry provided is helpful but may not hold up to risk management standards
 - Gopika: If this language were to be implemented into a contract, whether damages were done on accident or purposefully should be excluded
 - There is no way of measuring this
 - Skye: Possibly using the word vandalized instead of on purpose could be more concrete
 - Sharon: Needs to be a distinction that the previous cabinets that were rented and approaches made then were through a company, not individual person. Not a direct comparison
 - Gopika: Requires clarity on method for students to be able to utilize cabinet
 - Advertisement for the machine needs to be accurate and specify what is required in order to use, whether it be free or not

- Aditya: Language needs to have more formality; best solution is to have a meeting with business advisor and legal team to come up with approvable language
- Sharon: Contract would be drafted with our attorney's if we choose to go forward

Old Business

- Retail: Salon 101, Rubio's, Blackbird
 - Chair shared the sustainability amendment that is in all the retail leases, provided by Julia Martinez

Member Reports

- None.

Open forum

- What is your comfort place to visit on campus?

Announcements

- None.

Adjournment

Meeting was adjourned at 3:20 pm by Casey Lee. The next general meeting will be held at 2:00pm on November 24, 2021 via Zoom.