

## University Centers Advisory Board

### Meeting Minutes June 2, 2015

#### Spring Week 10

#### **Call to Order**

- Meeting called to order at 2:05PM
- Present: Luke Wang, Claire Maniti, Priyanka Lim, Sharon Van Bruggen, Tiffany Miao, Ashley Awe, Bryan Arias, Handa Yang, Dominick Suvonnasupa, Taylor Hunter, Gary Le, Akshata (Aku) Rohra, Jehoan Espinoza, Jason Thornton, Steven Partida, Emily Marx

#### **Public Input**

Tech Fee Subsidy

Chinese Scholar Student Association

- Welcome party in September at Price Center West Ball-room to help people get into the new environment
- Open to all new students, but main language will be Chinese

Questions from the Board:

Dominick: what time? September 26, 2015

- Attendance will be 500 students

Ashley: Does the event foster connection with alumni and San Diego community?

- We have reached out to a lot of people

Steven: Did you seek funding from other sources?

- No

#### **Special Presentation**

ACMS

- Will come in next quarter, FALL 2015.

GSA and AS

- Plans for new porter's pub
- Place for socialization with friends and professors

- A space for the students
- Problem: current vendors did not listen to the feedback
- Pub Advisory Board
  - o Help advise not make decisions
  - o Vendors
  - o Way to institute something where alumni, students and faculty are involved
- Approve the creation of Pub Task Force to assist with transition of the campus pub space and
- Pub Task Force:
  - o Drafting language for the PAB Charter
  - o Work with UCAB over the summer on writing the RFP
- UCAB's role: Approve formation of PTF and appoint

Questions from the Board:

Steven: What is specific date for the meeting over the summer?

- Once the members are elected, the Chair and the Vice Chair can set up the date.

Gary: What do you mean by student government financial investment?

- This is what the Pub Task decides, and it is mirrored after what UCI does. GSA has financial state in the pub, and they get a portion of the sale. Then, they use the money for student events.

Tiffany: The Public Advisory Board is something that will last forever?

- Again, that is why the Pub Task will determine.

Tiffany: What is the timeline for the Charter?

- Ideally we would like to get it written with the RFP. We'd like to have some language for that by the time of renovation
- No specific date, but hopefully in the fall quarter.

Claire: Just to clarify, the Pub Task Force's role is to write the language and propose it to UCAB.

Priyanka: Is the Board open to student groups other than GSA, AS, and UCAB?

- They will be able to have input. We have members as voting members, but others can come to the meeting as well.

Gary: We have to have the subcommittee to approve the RFP?

Claire: UCAB is the board can make recommendations on RFP, but UCEN might not accept it.

Handa moved to add discussion about formation of Pub Task Force to new business, and Dominick seconded, no objections

### **Approval of the Minutes**

Meeting minutes from Week 8 are approved by Ashley, and Gary seconded, no objections

Meeting minutes from Week 9 are approved with corrections by Bryan, and Aku seconded, no objections

### **Chair's Report**

- UCAB 2014-2015 year report is available.
- UCAB Executive Summary (informal power point presented by Claire)
- Will be going over the Master Space Agreement next week

### **Vice Chair's Report**

- Space allocation: People who are occupying the spaces will have to clean out their current spaces. They have to move out by June 1<sup>9th</sup> to 2<sup>0th</sup>.

Emily: Have you sent an email out to people who are involved?

- Yes, the email should be going out to all student organizations that are occupying the spaces. Also, the University Centers is not responsible for the missing items, so it is their responsibilities about the control of their items, which was on the contract.

### **Director's Report**

- Broken window by the commuter lounge area by a skateboard. It was Double paint window, and the first paint was damaged.
- Makerspace:
  - o ACMS was not able to make it today
  - o Adam who is working with ACMS is meeting with a student organization
  - o Summer research and meeting with Adam are happening; if you are interested in the possibilities, you should have a meeting a with Adam

- Pub Renovation:
  - o The presentation that was sent over the listserv was for the feedback from the Board.
- EDI has requested a space, an office space, for the ITRC.
  - o Would like to see if UCAB wants to allocate a space for them (presentation given by Sharon)
  - o Create an office space in the 3<sup>rd</sup> floor of Price Center.
  - o Currently a student organization office space but
- Bryan: How much is the cost?
  - o No estimate yet
  - o However, University Centers is responsible for paying the construction cost.
  - o Once the EDI gets staffs, we should think about converting the MOU to UCEN/EDI.
- Gary: Will it be similar to the BRC?
  - o Yes
- Dominick: How long does the construction process take?
  - o This is a fairly simple project compared to most, but it has to get architectural approval through FDNC, so it can take longer than we think. We can get it done over the summer since we're student union, and most students are gone in the summer. But, I cannot promise anything yet.
- Dominick: If we cannot get it done, who would take the office space in the beginning of the year?

Sharon: I think you should all discuss it, but my suggestion would be that if EDI hires before the space is available that they find temporary solution.

Claire: Over the summer, Please make sure your contact information on UCAB website is accurate.

## **New Business**

Tech fee Subsidy:

Chinese Students and Scholars Association

- Qualified \$1.00 per student

Motioned to fund \$350.00 to Chinese Students and Scholars Association by Ashley, and Handa seconded, no objections

Co-op Rent Discussion:

- Regular Rate vs. Reduced Rate (power point available)

Gary: Because the MSA is a little bit weird, can we move to extend it until the MSA is set?

Claire: We can vote to extent for another quarter.

Bryan: I know that they had trouble paying off the reduced rent rate, but do they have trouble paying off regularly?

Sharon: Some Co-ops are better than others at paying it. I am not sure it is an issue of whether they can do it. At least the first year, it was more an issue of their philosophy that they shouldn't have to do it. However, they started to pay more often starting the second year.

Claire: UCAB should take a look at how much money they are able and unable to make and consider what rent should they pay.

Taylor: For historical reference, what were the determining factors of those numbers? (power point)

Sharon: With the original MSA back in 2006, they were set to their sales. With the reduction scenarios, it was set by UCAB based on many formulas, but the formula that they landed on was an average of the two of the Co-ops, and they came out with 10 cents per square foot.

Tiffany: Are the co-ops not currently able to pay off this reduced rent rate?

Sharon: I can't speak to ability, but each of them has run a balance with the new rate, an unpaid balance. They are not consistently paying the reduced rate.

Tiffany: Is it because they are not making enough money to pay off or are they going back to their old attitude that they shouldn't pay?

Sharon: I would not know.

Jehoan: Is there any info that UCEN has to foot traffic? Is the foot traffic still on them?

Claire: There has been meetings with the Co-ops advisory committee, and according to them, the amount of money they made had changed a lot since 10 years ago. They are on the current reduced rate except maybe one of the Co-ops. So, they are able to make reduced rate, but, in terms of sales, now, I can imagine, was higher than what it was from 10 years ago.

Aku: What would happen if it doesn't pass?

Sharon: if it returns to the regular rent and they can't afford to pay it or fail to pay a portion of that, it becomes unpaid dept. From the beginning, the University says how much money you are

going to make, and we tell them how much we are going to make, and then they give us that money. And that is our flow. So, at the end of your budget year, if we don't get that money, we have to pay it back.

Dominick: If we keep it at the current rates, university will be in charge of it?

Sharon: No.

Luke moved to extend time by 5 minutes, and Dominick seconded, no objections

Tiffany: After this discussion, I think we should keep it at the lower rate with the Co-ops sending their budget. We should make sure that Co-ops send in their revenues to verify that they can pay the rent.

Gary moved to extend the Co-ops reduced rent rates until the end of the fall quarter 2015, and Ashley seconded, objection by Dominick

Dominick: I'm not objecting to keep them in current rate, but I think there needs to be some form of accountability.

Claire: Just to clarify, there are provisions for that under their lease.

Taylor: Do you know when the last time that they sent in their document in terms of income, expenses, and etc. is?

Sharon: I would have to double check the record, but I believe that all 3 of them sent it for the last year, which was 2 years ago. And that is the way that tax system works.

Sharon: I think the idea of extending it gives you as a Board the opportunity to dig into this issue deeper in the fall where you can have the document in front of you and make better decisions on whether they can make the payment or not.

Gary: What happens to the Che Collective?

Claire: They don't currently have lease, so the University has dropped them from the MSA.

Sharon: As a point of clarification, Che Café Collective was not part of this reduction scenario.

Motion to extend the reduced rates for Co-ops until the Fall quarter 2015?

Yes: 13

No: 0

Abstained: 0

The motion passes.

Taylor: How many members on the Board will be changed in next fall quarter?

Claire: We can ask that later in the meeting.

Pub Task Force Discussion:

Bryan: As far, GSA thought that having this Pub Task Force in the summer would be beneficial to Pub because 1. It will bring the process and 2. It has the students who want to make this new pub center the best we want.

Dominick: This will actually be brought up in the AS tomorrow. But I talked to the current president, and we definitely see a lot of benefit. It really gives students a chance to have someone to help them with important stuffs. Ideally, it is a free service for them, and it's like having a free consultant. Also, it helps having communication between vendors and the students.

Emily: It seems like a specific proposal with the specific outcome, and I am wondering if we should discuss it at UCAB with the pros and cons of different options, for the Task Force is identified to investigate one specific option. Or that maybe GSA should come up with the proposals and then UCAB decides on multiple possible options.

Gary: From the presentation, the language for the both the Task Force and the committee was vague, but I feel that it would not hurt the Charter Task Force to try to work on the problem.

Claire: For clarification, the Task Force is being made without UCAB's approval.

Ashley: If this was meant to be get done over the summer, I am concerned that it was brought to us in week 10, before the summer. Also, I am worried if this will only involve AS and GSA, and not the students because AS and GSA are not the only people who hold events in that space and are attached to that space. I also think that saying that UC Irvine did it, I think it's too small to determine if it's good or not because UCI has very different format and student government than we do. And I worried that this will limit the vendors who would apply. If the vendors saw that there is going to be a Board that will give recommendations that might limit what they sell in the RFP, I am worried if they would apply or not.

Luke: I am concerned that the Pub Advisory Board would overlap with UCAB.

Dominick: In terms of UCAB overlapping with the Public Advisory Board, the point of the Advisory Board is that it will have more focused attention for UCAB and they will make

recommendation to UCAB. This will be dedicated to just the Pub. In regards to GSA and AS only benefitting from having this Advisory Board, it is our interest to represent all of our students.

Claire: If it's an UCAB subcommittee, AS and GSA will be recommending and UCAB will be appointing.

Dominick: It makes sense when we unify and work all together with GSA AS and UCAB

Sharon: I think that there are some overlapping roles. What GSA has recommended is actually, probably something valuable, but UCAB has a process to be able to implement that. You can create the type of committee that would provide the type of advisory feedback, specifically to a vendor the way that they are suggesting. You all are the Advisory Board for the University Center that includes all the vendors, but if you wanted to do something specific, you all have the ability.

Handa: The idea for the Public Advisory Board is that it is like the budget committee right now. It's a subcommittee, but they are focusing on one specific thing.

Claire: What is the difference between the Task force and the Advisor Board?

Handa: The final goal is to create a Public Advisory Board, but we are trying to form a Task Force to work over the summer since UCAB and GSA won't be present during the summer. We would like people to work on this during the summer.

Luke moved to extend time by 15 minutes, no objections

Claire: What would be the membership for the Task Force?

Bryan: One chair (graduate), and one Vice Chair (undergraduate), 2 graduate students, 2 undergraduate students and 1 or 2 members appointed by UCAB.

Emily: It only has 2 members from UCAB on it. It does not seem like a subcommittee of UCAB if it's not compose of UCAB members.

Handa: It is not the Advisory Board, it is the Task Force.

Gary: In the end, it will be an UCAB subcommittee which only has UCAB members.

Claire: UCAB subcommittees in the past have been all UCAB members, and the members have to be appointed by UCAB.



Emily: it seems that UCAB could work on this issue over the summer rather than appointing a separate Task Force. I am wondering if it can be open to UCAB.

[Straw poll:] Would people be around on UCAB for discussion about variety of options for the Pub space?

Physically present: 5

By email: 8

Jehoan: Given the history of UCAB subcommittees and their membership, it was difficult to have all the members involved in it. If the students are interested in it over the summer, they should do it.

Bryan: We wanted to have people who are dedicated to make the pub space.

Taylor: If the Task Force does not involve voting, any students can do it, and they can bring it to UCAB when we come back. (Students who want to be on that Task Force)

Claire: Are you asking UCAB to look at the proposal, or the Task Force, or the Advisory Board?

Handa: Just to focus on the Pub Task Force, I agree that it's good to explore many options, but UCAB can discuss the options among ourselves. But right now, I think we should get members onto the Task Force.

Discussion closed by Claire

Handa moved to nominate members for the Task Force, and Bryan seconded.

Sharon: point of clarification, they are creating a Task Force that is not part of UCAB.

Claire: The Task Force membership that I saw was not part of UCAB but had UCAB membership.

Handa: It is just the group of people who are exploring the options. We should nominate people to be on the Task Force.

Jehoan: I will be available for summer session 1 only, but do you want the members to be available for the entire summer?

Bryan: We prefer people who are available for the entire summer.

ITRC Space Discussion:

Dominick: Can you overview quickly?

Sharon: EDI has only made a request for the space, the other information that I put in there as far as MOU and construction were the things that I encourage UCAB to think about before we go back to EDI with yes, no, or maybe.

Jehoan: If the EDI gets an office space, does that mean that they own that space and that they should pay for replacing the office space? And if that can't happen, does that mean they are just borrowing that space like Cross Cultural Center and other resource centers?

Sharon: Spaces like Cross Cultural Center and alumni association, they paid for the construction of their space when we were constructing the space. So, we don't have the MOU or lease with them as much as they own the space. For this space with EDI, they will be leasing it more like an apartment. Even if they are paying for the construction, they are paying for alterations to the space that they are renting.

Gary: I recommend that we should talk about this more over the summer.

Claire: If we get any updates, I will send it over the listserv.

Co-op Advisory Committee Charter:

Claire: The Co-op Advisory Committee Charter, we clarified that it does not supersede the MSA because the MSA is the document.

Questions from the Board

Dominick: For clarification, do we just make recommendations?

Claire: Co-op Advisory Committee Charter was drafted by 4 members of UCAB, including myself, president of GSA, and some members from the Co-ops. One of the things we do is have conversation about what is going on with your rent and programming. It also keeps the parties that are involved with the MSA to be aware what the Co-ops are doing.

AKu: I brought this to my council last week, and they thought it was a good idea because it would solve the issue. Also, I took the straw poll, and 20 said yes, 5 said no, and 4 abstained.

Emily: I would like more clarification on what the committee's role would be and would not be.

Claire: The committee will be meeting once a quarter, and the first meeting would be an orientation meeting for all the Co-ops, GSA, AS, and UCAB. During the orientation in the fall quarter, we will give them information on their requirements to comply with the MSA.

Luke moved to extend time by 10 minutes, and Ashley seconded, no objections

Tiffany: Are we supposed to make a motion to approve the committee or are we just discussing the Charter?

Claire: I am bringing this to UCAB to make motion to approve, but it is entirely UCAB's vote. I just presented to you because it is something that UCAB was involved in drafting.

Tiffany: I understand that all the guidelines are listed on the MSA, but for a point of clarification, the Co-op Advisory Committee is acting as students talking to other students to be accountable? Has this communication not work in the past, so this is like a remedy for that?

Claire: Yes, that was kind of a remedy that we saw, easing the communication between AS, GSA, UCAB and Co-ops. One of the things that this committee will do is to make sure that all the information for the Co-ops is updated. This would be students talking to other students to make sure that everyone is getting the information and seeing where all the organizations are in relation to the MSA. It will be an advisory committee.

Emily: I'm still not sure how this is ductile with the MSA. When the MSA is reviewed, this proposal and other ideas are reviewed in conjunction to MSA?

Claire: The reason why I brought this in this quarter and not next quarter is to address what the situation is under the current MSA. I know this happened a couple years ago, and this is kind of a continuation of that. This committee would be working with the current MSA.

Gary: The committee is students talking to other students to help Co-ops to comply with the current MSA. And at the time when the new MSA is formed and approved, this committee will be dissolved?

Claire: Correct.

Tiffany moved to approve the Co-op Advisory Committee, and Gary seconded, objection by Emily

Emily: I'm not convinced that what this committee is doing would not confuse what the MSA is doing. So, I would instead like to review this in the context of the MSA instead of this committee revising the MSA.

[Vote:] Approve the document as it stands?

Yes: 6

No: 1

Abstained: 1

The motion passes.

Claire: We are going to table the pub space discussion.

### **Announcements and Open Forums**

Sharon: Please announce the job opportunity for Starbucks to others.

Claire: This is our last meeting of the quarter. Thank you for your involvement in UCAB.

**Adjournment at 4:01PM**