

## University Centers Advisory Board

### Meeting Minutes November 3, 2015

#### Fall Week 6

#### **Call to Order**

- Meeting called to order at 2:07 PM
- Present: Luke Wang, Claire Maniti, Akshata Rohra, Ryan Perez, Priyanka Lim, Daniel Jacob, Toby Le, Davina Joshua, Ashley Awe, Sharon Van Bruggen, Bryan Arias

#### **Approval of Minutes**

- Week 5 minutes
  - o Bryan: Daniel Jacobsen not just Daniel Jacob
  - o Sharon: Under Director's report, generally plan an attrition rate of 2-3% not 3-4%
  - o Ashley: Do they have the obligation to provide those numbers not "ask for the numbers"
  - o Sharon: The answers should be indented or somehow made clear from the questions.
  - o Claire: We will do that afterwards
  - o Bryan: Move to approve with amendments
  - o Toby Second

#### **Public Input**

- Students for Integrative Medicine
  - o Health care professional mixer in speed dating style
  - o \$100 for tech fee, need sound system because there was trouble hearing speakers in the previous years
  - o Ryan: Time and Date?
    - November 18, Dolores Vera Cruz room 5PM-9PM
  - o Ashley: Open to all?
    - Yes, open to all. Alumni and graduates are welcome.
  - o Toby: Fundraising?
    - No.
  - o Aku: Free?
    - Yes
  - o Ryan: Other funding sources.
    - No.

#### **Special Presentation**

- No special presentation

### **Chair's Report**

- Budget committee went through the pub project renovations and sent out a document to the board with a recommendation for what should be included in the pub space project. We are not focusing on the funding model just yet, we want to clarify on what we want to include in the renovation. Will discuss funding in budget.
- UCAB retreat this Saturday. Starting at 9 and ending around 1-2pm. Please let Claire know if you are unable to make it

### **Vice Chair Report**

- Went through the student organizations who were allocated a space but didn't claim their keys and found 33 student organization in that category. Majority of them are fully registered, only 9 are pending for final approval. We will discuss further action items during new business.

### **Director's Report**

- o None

### **New Business**

- Students for Integrative Medicine Tech Fee
  - o Ashley move to fund \$100
  - o Ryan: second

### **Old Business**

- Pub Space Renovation
  - o Budget committee went over the possible renovation options. The committee decided that the following should be included
    - Pub Entry & Outside Patio
    - Kitchen Expansion & Bar Relocation
    - Separate entrance for stage room, does not include renovation for the stage room
    - Outside concession bar
  - o The committee did not recommend the following
    - Sound booth
    - Stage renovation
    - Greenroom
    - Storage room
    - Ticket booth
  - o Cuts down the budget to a more \$2 million project

- Aku: We did straw polls on every change.
  - Keep the roll up door, patio, landscaping
  - Overwhelmingly want renovations to the inside bar
  - Split on sound booth, a nice idea but a way to attract higher caliber event
  - No separate bathroom
  - No ticketbooth
  - Split on the bar outside. One bar seems to be enough considering the space. Want the space to be used for people who are under 21, instead of exclusively for people over 21.
- Vote to approve budget committee recommendation
  - Pub entry & patio
    - Agree: 10
    - Disagree: 0
    - Abstain: 2
  - Kitchen expansion & bar relocation
    - Agree: 9
    - Disagree: 0
    - Abstain: 3
  - Separate entrance for stage room
    - Agree: 8
    - Disagree: 1
    - Abstain: 3
  - Outside concessions bar
    - Agree: 8
    - Disagree: 1
    - Abstain: 3
  - No New soundbooth
    - Agree: 7
    - Disagree: 2
    - Abstain: 3
  - No new Restroom
    - Agree: 10
    - Disagree: 0
    - Abstain: 2
  - No new Storage room
    - Agree: 10
    - Disagree: 0
    - Abstain: 2
  - No Green Room

- Agree: 9
  - Disagree: 1
  - Abstain: 2
- No Ticket Booth
  - Agree: 10
  - Disagree: 0
  - Abstain: 2
- Bryan: Now that we have cute those items, how much will the project cost?
  - Roughly \$2 million
- Aku: Since we have a record enrollment number, how will that change the finance part?
  - Sharon: Enrollment has increased beyond our expectations. \$425,000 more in fall quarter alone in the reserve. \$700 surplus was the original number in the budget
- Ryan: Is that top line that says \$1 million budget overall basically going to cover half of the project?
  - Sharon: If we are looking at a \$2 million project and you have \$1 million planned for in the course of 5 years then that would be about half of the project budget.
- Ryan: Is 5 years also the time line?
  - Sharon: No. The timeline would be significantly sooner; you would be borrowing again the plan. We have a 12-year long range plan, and that's the number we use for annual budget. We already planned to spend over \$1 million at the pub in the course of 5 years, so you are expecting to spend it already. What UCAB will be doing is essentially add another million dollars to that by funding the renovations
- Ashley: Any pressing need for the \$425,000 or can we allocated all to this project?
  - Don't force pressing needs, but there are definitely projects. Projects like fountains, and purchasing the cove room. The cove room purchase would be a payment plan that will span over a period of time.
- We are not going to have a budget meeting after meeting, but we will discuss this more fully during retreat this Saturday
- Student Organization Space Discussion
  - 33 student organization haven't picked up their keys yet, 9 of them are pending, and 4 never started their registration. All the organizations were outreached through email to remind them to pick up their keys. Already heard back from 6 of them that they never got an notice that they were allocated a space.
  - We should make a decision on when we need to create the hard deadline for student organizations to pick up their keys. For projections, CSI analyzed some data and Emily is here to present them.

- Emily's Updates
  - This update is current as of couple hours ago, but the number of organizations that are being registered will continue to increase as we speak
  - Looked at all the organizations that received space allocation, 87 of them have completed the registration, 4 of them have constitution amendments that are being reviewed by Risk Management. Those will be approved but they are just in the process
  - 4 student organizations haven't started their registration or they have significant amount of work to do. Only 2 student organization are being held up by the National Conflict Resolution Center Training. We added additional training times for accommodate everyone.
  - Recommend to wait a couple of weeks before we draw the hard deadline. We do have a few that are being held up by the University
- Ryan: So the vast majority of organizations are on time?
  - Vast majority of the organizations who received space through UCAB. This report was tailored to UCAB Space Allocation. Currently 353 student organizations have completed registration which is about on par with previous years. More will register throughout the academic year. Currently 2,100 students have completed the NCRC training. 441 students still have to complete the training.
- Bryan: How many weeks are you recommending?
  - Leave to UCAB to decide. It is just a dynamic landscape. In two weeks we could have more organizations who have started and things will change. We should email all of them and let them know that they need to pick up their keys or their space might be reassigned
- Ashley: Updates on the waitlist?
  - I did not get a waitlist. Have received multiple emails from student organizations who have expressed strong needs for a space on campus since last spring.
- Ryan: Is this deadline that we are setting going to affect future years or just this year?
  - It is just for this year
- Toby: Is information like this available to student organizations?
  - We sent out emails through the CSI list-serve contacting all student organization. Space allocation assignments have been posted on UCAB.UCSD.EDU since end of last academic year. Student organizations need to update their email addresses on the CSI registration
- Ryan: Will there be negative repercussions the longer we wait?
  - Sooner we can allocate a space to an organization, the better it will be.

- Ashley: Move to set hard deadline of Friday of Week 7 November 13
  - Toby: Second
- Student organizations have filed complaints about their space. UCAB should look into a penalty system where student organizations who don't use their assigned space respectfully can have their future space allocation affected.
- Graffiti Art Space
  - Tabled until more information from Grounds

### **Member Reports**

- Bryan: GSA approved a resolution that is related to the Che cafe. The resolution was passed to allow Che Cafe to be included in the MSA by passing set metrics, established by UCAB.
- Ryan: Is this a joint thing between GSA and AS?
  - If AS hasn't brought it up in AS meeting, then it has been approved by AS yet.
- Aku: WCSC felt if it is necessary to shut down the fountains. 13 said it would be okay to shutdown the Triton Fountain. Prefer if none were shutdown. For the run off, they suggested to lower the water even lower than it currently is.
- Claire: Retreat this Saturday!

**Adjournment: 3:08 PM**