

University Centers Advisory Board

Meeting Minutes October 13, 2015

Fall Week 3

Call to Order

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

Public Input

- No public input

Special Presentation

- Pub Space Presentation by Sharon
- - Last year, UCAB did not renew the pub restaurant, opting to move to an RFP for a new vendor and to place the stage room vendor under general reservations to give student organizations greater access to use the space.
- - Last year, UCAB discussed a possible renovation of the facility while a new pub restaurant is sought to lease the space.
- ○ The Purpose discussed was to address long term facility plan, fire/life safety including additional egress and ADA compliance including paths of travel. Renovation would be focused to create a community gathering spot and attract more people to the Student Center.
- ○ As a note, the Student Center was renovated and expanded in 2006 – all but the pub facility.
- ○ The Goals discussed were
 - ■··Attract more students to Student Center
 - ■··Increase student organization use of the venue
 - ■··Address long term facility plan, fire/life safety, ADA
 - ■··Attract reasonably priced, student friendly tenant to offer quality food and beverage (remain a pub)
 - ■··Increase visibility of restaurant pub as a campus gathering spot
 - ■··Attract more staff and faculty to the facility and Student Center
 - ■··Separate venue and restaurant operations
- ○ Priorities discussed were:
 - ■··Visible entrance on high-traffic, north side
 - ■··Outdoor patio/deck seating at main entrance on north side of facility, create gathering spot that attracts visitors and good atmosphere
 - ■··Venue entrance on northeast side of stage room venue
 - ■··Back patio concessions

- ■■■Storage and office spaces for operations
- ■■■Address ADA and fire/life safety
- ■■■Separate bathrooms for restaurant and venue
- ■■■Expanded restaurant and dining/seating, improved kitchen
- ■■■Sound booth for stage room
- ○ Some of these priorities may have shifted – do you still need separate bathrooms for the venue and restaurant? Can make do without concessions on back patio and a sound booth?
- ○ A cost analysis was completed with all the goals and priorities discussed in UCAB last year; total close to \$2.8M, but ways to reduce that and some funding already allocated
- ○ Showed the proposed schematic
 - ■■■Expanded dining area
 - ■■■Main entrance, roll-up doors
 - ■■■Large patio with alcohol license on north
 - ■■■Large landscaped open seating for all Student Center on West, no alcohol
 - ■■■Separate bathrooms
 - ■■■Concessions
 - ■■■Larger kitchen, stronger RFP pub-applicant pool
 - ■■■Storage and office for operations
 - ■■■East entrance to the venue, green room, keep roll-up doors to back patio
- ○ Discussed ways to reduce costs (omit separate bathrooms, concessions, move storage and office into existing structure instead of new construction, etc.)
- ○ These are options to discuss and consider
- ○ Possible funding sources for \$2 – 2.8M project
 - ■■■600K in Long Term Facility Planning Budget
 - ●Already allocated money for projects in the facility overall, with \$600,000 in FY2015-16 – 2016-17
 - ■■■600K University Centers reserves
 - ●Reserve balance would be just under \$2M
 - ●Pay back our reserve over 3.5 years
 - ■■■Possibly ask for a campus loan
- ○ Reserve level scenarios were presented
- ○ Loan scenarios were presented
- ○ Tentative timeline was shared
 - ■■■Keep stage room available for student organizations as much as possible
 - ■■■Phase the renovations
 - ■■■Ideally, UCAB decides scope of project this month
 - ■■■RFP for new pub goes out Dec/Jan
 - ■■■Pub facility construction plans by Jan 2016
 - ■■■Contractor by March 2016
 - ■■■Construction April – Aug 2016, try to keep in summer as much as possible

Chair's Report

- Ad-hoc committee for catering MOU met
- Met with AVC Ratcliff about the Crafts Center concepts statement, should be coming out soon
- UCAB Retreat November 7th, need consistent representatives
- Ryan: Do you know when the student led committee for the potential craft center is meeting?
- Claire - It hasn't started meeting because they don't have a concept statement, but UCAB has spaces on that committee

Vice Chair Report

- Make sure organizations have their tech fee estimate from UCEN before they come for the tech fee subsidy meeting. UCAB cannot process any tech fee request without the estimate. Must submit request two weeks in advance for approval.

Director's Report

- Student center furniture has arrived, they are being assembled
- Starbucks - they are still on track, 75 baristas started their training on Monday
- Claire: Point of information. At the end of a vendor's lease, it comes to UCAB to renew their lease. If they are not renewed, UCAB look for a new vendor through RFP. Vendors will sometimes come to UCAB to ask for recommendations and suggestions for how to fit their space to college campus.

New Business

- UCAB Member at Large
 - o Class conflict with Garry's meeting, if we open application today we can have candidate on board at week 7
 - o Bryan: if we do have a new candidate, would the current at large lose this position even though this person might be able to meet the new two quarter meeting?
 - o Claire: Yes, members at large portion is slightly different since they represent themselves. Doesn't make sense to appoint proxy.
 - o Ashley: Garry is still very interested in UCAB, even though he does have a conflict. Seems silly he might be able to make the meeting next quarter but we have appointed someone new already.
 - o Terry: Did members know meeting times beforehand? Makes sense that we should open this position again to be accountable. Someone is needed for this space.

- Claire: UCAB meeting times have been permanent, it has always been 2:00PM on Tuesday.
- Ryan: It's important to open it up, so they can have the schedule lined up for next quarter
- Ryan: Move to open at large application
- Luke: Second
- Bryan: object
 - This person already knows the time, but sometimes its possible to change their schedule. This person will be able to make it in the future since they already know about it. We shouldn't just open the application again for someone new
- Move to open application for a new member at large
 - Yes: 5
 - No: 6
 - Abstain: 0

Old Business

- Graffiti Art Space
 - Claire: Table until we hear back from the grounds committee
 - Claire: Move to table until we hear back from grounds
 - Luke: second
- UCEN Catering MOU
 - Met last Thursday, recommend to renew the MOU as it is
 - Bryan: I'm in favor of renewing it for 5 more years, it doesn't affect us as much. We are happy that UCEN will continue to receive the revenue
 - Claire: Student orgs are not included in the MOU, they are free to choose their catering.
 - Sharon: Recommendation for 5 years might be long, recommend a shorter term
 - Ryan: What is the shorted renewal term on it?
 - Sharon: Shortest is a year. Depends on the project. New projects will get 5+5 years. MOU are usually 2-5 years.
 - Bryan: When does it need to be made?
 - Sharon: MOU is expired, and it's currently on a month to month basis.
 - Ryan: Will the ad hoc committee meet again?
 - Claire: They can continue to meet
 - Bryan: Can the committee show us the recommendation
 - Claire: Terms remain the same. Exclusively remain the same. 5 year renewal.
 - Luke: Move to renewal UCSD Catering MOU with the current term for 3 years.
 - Ryan: Object. Want another week for a more creative solution.
 - YES: 4

- NO: 5
- Abstain: 1
- Motion failed
- Ryan: Move to table to next week

Member Reports

- Bryan: Graffiti art space, talked to some friends they all enjoy it
- Ryan: AS also likes the Graffiti art space. Excited about Starbucks. Concerned about line at Lemongrass
- Davina: Muir wants healthier options. Shogun is renewed for 3 years. Maybe look at Pub space
- Claire: UCAB Retreat is on November 7!
- Aku: Graffiti art space, council likes it being a permanent space 23 said yes, 1 said no. 10 said yes to expansion, 11 said no.
- Davina: If possible to add hydration stations to that space? Sharon - looking in to that

Announcements and Open Forums

- Secretary position is still open!
- Student metric committee after meeting
- Retreat is coming up

Adjournment: 3:16 PM