

## **University Center Policy Board Minutes**

Friday, February 19, 2010

University Center – Lone Star Room

**Members Present:** Larry D, Ferguson, Mike Harding, Dr. Richard Olenchak, Nicole Sopko, Tanea Tahir and Christopher Zimmerly

**Members Absent:** Sandy Coltharp, Steven Fentanes, Kenneth Formunung, Sara Haynes, Lee Hilyer, Tiffany Lester, Morgan Parker, Sean Tarver and Raj Thaker

**Support Staff Present:** Keith T. Kowalka, Cheryl Grew-Gillen, Micah Kenfield and Linda Jauregui

**Support Staff Absent:** Lawrence Daniel

### **I. Call to Order**

- Chair Zimmerly called meeting to order at 12:08PM.

### **II. Approval of Agenda**

- A motion was made by Dr. Olenchak and seconded by Ms. Tahir, agenda was approved.

### **III. Approval of January 22, 2010 Minutes**

- A motion was made by Mr. Harding and seconded by Ms. Sopko, January 22, 2010 minutes were approved.

### **IV. Chairperson's Report (Christopher Zimmerly)**

- Chair Zimmerly had wanted to thank Mr. Daniel for the great job that he did in getting a good turnover in support of Toys for Tots. Mr. Daniel was able to accomplish a lot in the little time he had to gather toys for this cause. Chair Zimmerly said he has spoken to Mr. Daniel and he plans to start on this project earlier this year.
- Chair Zimmerly also wanted to thank everyone for their participation in the UCPB meetings even though the first meetings were extremely long. This was due to matters being discussed that should have been directed to others for resolution. Chair Zimmerly apologized to all for allowing the meetings to be so long but he will see to it in the future that subjects not to be resolved by the UCPB members are referred to the correct persons for resolution.

### **V. Committee Reports**

#### Facilities Use and Policy Committee (Tanea Tahir)

- Ms. Tahir stated that she did not have anything to report other than the committee is still working on the revisions to the UC Facilities Use Policies.

#### Lease Operations Committee (Raj Thaker)

- Mr. Thaker was not present, no report at this time.

#### Long Term/Current Projects Committee (Nicole Sopko)

- Due to issues with paint adhering to and running down the walls, the original plan to paint around the event schedules has been changed. The new concept is a plexiglass

frame colored red that would be placed around the event schedule holder. Dr. Olenchak raised concerns about the cost. AVP Kowalka informed the group that the cost would be well within the UC Budget.

- Paint is in the process of being ordered for the UC Fountain project and will be here soon.

## **VI. UC Staff Reports**

### Reports from Assistant VP for Student Development Kowalka

#### Updates

#### Organizational Changes/Personnel

- Mr. Kowalka reported that Campus Activities is merging with the University Center in order to provide a more synergistic student life experience at the University of Houston. The current goal is to complete the transition to a unified department before the beginning of the Fall 2010 semester.

#### UC Transformation Project Update

- Mr. Kowalka was pleased to share with the group that the Board of Regents approved the accelerated timetable for the UC Fee Increase. The UC fee will be raised by fifty dollars in fall of 2010 to \$85.00, and will remain at this rate until Fall of 2012, when a second fee increase of \$50 will be requested.
- This fee provides financing for the UC Transformation Project; however, a finalized plan will still need to be submitted to the Facilities Committee in order to begin contracting for construction and architecture firms.

#### 2010 SFAC Report

- Due to the accelerated fee timetable for the Board of Regents, base allocations were pre-approved this year. However, the University Center welcomed the chance to update the Student Fee Advisory Committee on growth over the last year. A key item of note in the report was the University Center/Campus Activities merge.

#### Student Publications Transition

- Student Publications has completed their transition to the University Center Satellite, and now offer an addition \$31,000 per year in order to offset utility costs. This additional money will help the UC budget moving into the next year.

### Report from Associate Director (Grew-Gillen)

#### Executive Housekeeper Update

- Associate Director Grew-Gillen stated that a new Executive Housekeeper has been hired and she has successfully completed security sensitive clearance. Solidad Richardson will be starting with the University Center soon.

#### White Board Installation Update

- Associate Director Grew-Gillen stated that installation is in progress.

#### Update on UC Food Court Carpet

- Associate Director Grew-Gillen stated that the carpet has been selected, and is slated to begin installation as soon as Spring Break.

### Report from Associated Director (Daniel)

#### UC Marketing Update

#### Commuter Services

- There were no reports at this time. Mr. Daniel was not present. He was with students competing at the ACUI Tournament Weekend held at the University of Texas –Pan American in Edinburgh, Texas,

## **VII. Old Business**

### Updated WRC Restroom Signage Proposal

- .Gloria Smith from the Women’s Resource Center presented a modified and updated version of the Women’s Resource Center restroom signage that include the hours of operation for the services provided and a clearer description of the location.
- The Policy Board discussed the signage and made recommendations that the signage be “Full Page”, and be placed in holders as opposed to being laminated. Ms. Smith will update the signage and

### Volunteer Sign-Up for World Affairs Lounge Fountain Painting

- Volunteer sign-up for the World Affairs Lounge Fountain Painting event will be conducted via email closer to the actual date of painting.

## **VIII. New Business**

### WRC Bulletin Board Proposal

- Ms. Smith requested that the University Center Policy Board allow the Women’s Resource Center to install the bulletin board that was outside the Women’s Resource Center at the UC Satellite in the UC between the Lone Star Room and the UC AS&O Office.
- Discussion on the request submitted by Ms. Smith was tabled to next meeting. Could not be voted on, no quorum present.

### Event Schedule Displays Revised Upgrade

- There was no quorum present, Chair Zimmerly tabled discussion for the March 5<sup>th</sup> meeting.

## **IX. Announcements**

- Dance On – February 19<sup>th</sup> and 20<sup>th</sup>
  - Nicole Sopko appeared on the local news to promote Dance On the morning of February 19<sup>th</sup>. Community support for the event was strong.
- ACUI Tournament Weekend – February 19<sup>th</sup> and 20<sup>th</sup>
- Safe Spring Break Extreme Event – March 10<sup>th</sup>
- Cougar Casino @ Frontier Fiesta – March 25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup>

## **X. Adjournment**

- Meeting was adjourned by Co-Chair Tahir at 1:05PM
- Next Meeting Date(s)
 

Friday, March 5, 2010	UC Bayou City Room
Friday, March 26, 2010	UC Bayou City Room
Friday, April 16, 2010	UC Bayou City Room
Friday, May 7, 2010	UC Bayou City Room