

## University Center Policy Board Minutes

November 21, 2014

UC N 204, SGA Senate Chamber

**Members Present:** Troy Christensen, Princess Ephriam, Richard Guajardo, Leo Mata, Tiara Parks, Raresh Pascali, Isaiah Ross, Erica Tat, Jeng Tcheung, Sebastian Troitino, Dozie Nzeogu

**Members Absent:** Lauren Potter, Ryan Smith

**Support Staff Present:** Keith Kowalka, Cheryl Grew-Gillen, Lawrence Daniel, Whitley Denson, Renee Cleare

**Support Staff Absent:** Matthew Sebbby

### I. Call to Order

- Chair Tat called the meeting to order at 12:05PM.

### II. Approval of Agenda

- Approved.

### III. Approval of October 24, 2014 Meeting Minutes

- Approved.

### IV. Chairperson's Report (Tat)

- Potty Talks in development. Alicia Garcia-Valero of CreationStation to possibly assist with layout design.
- Tapingo overview: Mobile phone app that allows food orders to be placed for pickup to eliminate long food lines. More information is being obtained as to how we could implement Tapingo, before discussing it with Food Services.
- Furniture update: 40 new seats added to the UC. Study Room furniture being delivered.
- The Division of Administration & Finance have already purchased bike racks to be installed in front of the UC.

### V. Committee Reports

#### Facilities Use and Policy Committee (Ross)

- Study Rooms Policy update – postponed to 12/5/14 meeting.

#### Lease Operations Committee (Christensen)

- None

#### Long Term/Current Projects Committee (Mata)

- None

#### Office and Carrel Space Committee (Potter)

- None

## **VI. UC Staff Reports**

### *Report from Assistant Vice President for Student Affairs – Student Life (Kowalka)*

#### Organizational Changes/Personnel Updates

- CSI Director position: Candidates were on campus last week. Offer to be made today or Monday for a 1/5/15 start date.

#### UC Transformation Project

- Grand Opening: Steering Committee leading 1/21/15 event with UH President, UCPB Chair, Chairman Tillman Fertitta and others. First week of December schedule to be finalized for distribution before Winter Break. Coog News – Student Center Grand Opening announcement second week of January. Student Life to also spotlight A.D. Bruce Religion Center and the UC Grand Opening in January.
- Student Center Meeting Room: PowerPoint presentation of photos to be framed in each new meeting room, all of which are themed for a Houston neighborhood. Renee Cleare has researched all the areas and written a description to accompany images in each room. Cleare and Alicia Garcia-Valero have worked on the project to acquire historical and contemporary images to reflect the different neighborhoods.

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

- Office moves to occur after additional testing of fire alarms to meet occupancy requirements for approval. UC S 237 occupants and Dean of Students Office to move on 12/16/14. Furniture from UC Satellite to be relocated to UC South on 12/17/14. Doors open on 12/16/14 to students and public. Temporary walls to be taken down in some spaces and Zip Walls to be installed in West Lounge to partition spaces off. More lounge furniture was delivered this week.
- Food Service Advisory Committee – Spring 2015 hours being approved for holidays and beginning of semester before school begins. MLK Jr. Day – UC open with weekend hours. Starbucks pilot for Saturday weekend hours to be tried again, with increased advertising to measure whether to expand hours. Commuter and Residence Hall meal plan changes were proposed at the last FSAC meeting. Information on meal options can be found online at Administration and Finance website under FSAC. Late Night Food Trucks is permanent, as it has been successful so far.
- Grounds updates: Boulders being installed at turns around UC buildings to help with golf cart damage of landscaping. Additional landscaping investment was made, so grounds should be better maintained. Please report any grounds concerns to Matt Sebby, Beverly Garcia or Cheryl Grew-Gillen.

### *Report from Director, Student Affairs IT Services & Special Programs (Daniel)*

- Student Organizations workspace computers layout and pricing. Project includes two extensions to two tables already in place, for a total of 4 computers to be added. More can be added later. Estimated cost is \$2-3K. Printing capabilities would have to be discussed. Questions were raised as to whether the computers would be monitored. CSI and FUPC to decide on general policy, which is to be in place before opening in January. When UCPB approves plan, project can proceed. February is the time period estimate.
- Vote to approve computers: Mata made a motion, Tat seconded, quorum voted in favor.

- Policy to be discussed in January.

#### **VII. Old Business**

- Smoking location recommendation in progress, update postponed.
- Study Rooms Policy postponed.

#### **VIII. New Business**

- Amendments to Bylaws and Constitution presented and to be sent out via email for input on changes.

#### **IX. Announcements**

- Student Life Holiday Potluck invitations – 12/3/14, 11:30-1:30 in UC S Ballroom.
- Stress-free Finals 12/1/14-12/9/14 with kickoff 12/2/14 in UC Circle Drive from 11:30AM-1:30PM. Center for Diversity and Inclusion to remain open until 9PM from 12/8/14-12/12/14 for students to use lounge space to study.

#### **X. Adjournment**

- Chair Tat adjourned the meeting at 12:49PM.

Next Meeting Date:

Friday, December 5, 2014, 11:30AM, UC N 204, SGA Senate Chamber