

University Center Policy Board Minutes

September 26, 2014

UC N 113, Impact Room

Members Present: Troy Christensen, Richard Guajardo, Tiara Parks, Raresh Pascali, Lauren Potter, Isaiah Ross, Erica Tat, Jeng Tcheung, Sebastian Troitino

Members Absent: Princess Ephraim, Leonel Mata, Ryan Smith

Support Staff Present: Keith Kowalka, Cheryl Grew-Gillen, Lawrence Daniel, Whitley Denson, Matthew Sebby, Renee Cleare, Niya Blair

Support Staff Absent: None

I. Call to Order

- Chair Tat called the meeting to order at 12:04PM.

II. Approval of Agenda

- Approved.

III. Approval of September 12, 2014 Meeting Minutes

- Approved.

IV. Guest Speaker (Niya Blair, Director of Center for Diversity and Inclusion)

- Aim of new department, CDI: To engage, empower and educate students and campus partners by providing intercultural dialogue and diversity-driven campus programming. Student-focused programming, which will hopefully expand to include events targeted to staff and faculty. Events will be open to UH campus. Suggestions welcome for programming and events.
- Staffing process being completed within next week.
- Ribbon-cutting and opening: 10/29/14 from 1-3PM in UC S, room B12. All are welcome.

V. Chairperson's Report (Tat)

- Student Government Association is coordinating with many different health departments for Health and Wellness week - week of 10/13/14. More information to follow.

VI. Committee Reports

Facilities Use and Policy Committee (Ross)

- None

Lease Operations Committee (Christensen)

- None

Long Term/Current Projects Committee (Mata)

- None

Office and Carrel Space Committee (Potter)

- None

VII. UC Staff Reports

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

UC Transformation Project

- Optional tour after meeting – Phase 1 and 2.
- Most meeting rooms are carpeted, Houston Ballroom will be last to be completed. On schedule with renovations. Office moves start third week of November.
- Press release for tours Wednesday and Thursdays 10/7/14 and 10/8/14.
- Homecoming Kick-Off in UC Plaza (between UC N and UC S buildings) 11/3/14 from 5-6:30PM. This event will be a good way to see how new AV system works on that stage. Homecoming Board and fee-funded organizations are collaborating for a wide array of great Homecoming Events.

Organizational Changes/Personnel Updates

- Center for Student Involvement vacancies: 3 Assistant Director finalists will be on campus next Monday, Tuesday and following Monday. Offer to be made within next week or two, hopefully before Homecoming. CSI Director candidates on campus week of 11/10/14, offer to be made for 1/5/15 start date.

Report from UC Director (Grew-Gillen)

- TDECU on schedule for 10/1/14 move-in. WoodForest on schedule for move-outs. Currently working on options for forwarding correspondence to Gulf Freeway branch. Questions should be directed to UC Main Office for Cheryl.
- Furniture update: New furniture in front of art wall, more to go into lounge areas including south lounge, basement level near vending area and at base of Monumental Staircase. Some orders still being processed.
- 1st floor art Parazette mural: trim piece to be installed along bottom of mural to deter leaning or sitting up against wall art. Update next meeting.
- Press release: Reservations for new meeting and event spaces open online as of 10/1/14 with room capacities for 1/1/15 and onwards.
- Tobacco-free policy update: Designated smoking areas were lost to Phase 2 construction project. Committee and UC should re-assign new temporary spaces in order to enforce policy.
- Introduction of Matt Seby, new Assistant Director for Facilities and Operations, who will be attending regularly.
- Overview of updated room rental rates and rental spaces maps with online press release.

Report from Director of Student Affairs IT Services & Special Programs (Daniel)

- Marquee policy overview – in process of being finalized. To be emailed to UCPB members and posted online by the end of next week (week of 9/29/14).
- No commercial advertisement allowed on marquee, no political campaigns, etc. Banners 7 words or less.
- Marquee can be used by all UH departments and student organizations.

- Suggestions to policy rules are welcome before Tuesday, 9/30/14, 2014 before 5PM.
- Pascali queried the possibility of distributing marquee data to other UH campuses, but there is no current solution to this, until all UH campuses are on same marquee system. Information may be integrated across campuses in future.
- Computers for student organization workspace – Matt and Cheryl to aid in picking out a space for 3-4 computers. Update next meeting.

VIII. Old Business

- Study room policy review: Isaiah worked on updating policies to be monitored:
 - Hours to coincide with when Information Center closes.
 - Rooms to remain locked when not in use.
 - Reservations to be made at Information Center, and drop-ins are welcome without reservations.
 - Group defined as 3-12 patrons.
 - If rules are broken, patron(s) will be banned for one week from using rooms.
 - CRMs would monitor rooms. Info Desk employees would take reservations and make sure doors are locked.
 - 3-hour time limit vs. 2-hours to be decided after comparing how many groups can be served.
 - Condition of room when turning keys back in to Info Center to be more specific.
 - Isaiah to provide this information and re-present it at next meeting.
- At-large member posting will be on RSO listserv, Coog News, Get Involved, UC and SAITS websites by next week.
- Food Service Advisory Committee appointments are Ryan Smith and Erica Tat.

IX. New Business

- Tobacco-free campus policy review. Concern due to fact that smokers are violating policy near UC buildings. Currently there is no location to refer smokers to. Signage is not adequately effective in deterring smokers. This is a campus issue, not just a UC issue and is hard to enforce with both students and visitors. UCPB can suggest a recommendation for smoker's area to Tobacco-free Committee. It can then be updated on campus map.
- Floyd Robinson (or designee) of Campus Recreation and Wellness Center to speak on this topic at next meeting, (schedule permitting) to help UCPB choose a smoker's location to recommend to Tobacco-free Committee, as per UCPB members' request.

X. Announcements

- Campus Resource Fair on Wednesday, 10/8/14 in Lynn Eusan Park. Students will be able to learn more about resources on campus, and can participate in giveaways and other activities.

XI. Adjournment

- Chair Tat adjourned the meeting at 1:22PM.

Next Meeting Date:

October 24, 2014 at 11:30, UC N 113, Impact Room