

# UNIVERSITY of HOUSTON

## STUDENT AFFAIRS & ENROLLMENT SERVICES

### Student Centers

Student Centers Policy Board Minutes  
Friday, August 24, 2018 – Student Center South Skyline

#### Attendees:

**Voting Members:** Nam Nguyen (Staff Council), Dr. Tomika Greer (Faculty Senate), Robin Johnson (Metropolitan Volunteer Program), Sarah Durham (Student Program Board), Andrew Bahlmann (Residence Halls Association), Eduardo Abrams (Council for Cultural Association), Cameron Barrett (Student Government Association), Stephanie Coates (At-Large), Christopher Caldwell (At-Large), Darren Campbell (At-Large), Leeda Faizi (At-Large)

**Non-Voting Members:** Keith T. Kowalka, Eve Esch, Dr. Tina Powellson, Lauren Sposato, Andrea Trevino

**Guest Speaker:** Chef Alex Brugger, Matt Prasifka (Auxiliary Services),

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

Chair Christopher Caldwell called meeting to order at 12:16 PM.

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

Approved

#### **III. Approval of Minutes from (April 20, 2018) meeting**

Approved

#### **IV. Chairperson's Report (Informational Items) – Christopher Caldwell**

- Expectations (attend, participate, come up/suggest ideas like digital menu board in Shasta's)
- Meeting logistics (monthly, committees should meet in between meetings, presentations while we eat from groups housed in SC)
- Election Process (review from Bylaws)

#### **V. Committee Reports**

- Facilities Use & Policy Committee
  - i. (No Report)
- Lease Operations & Student Organization Space Committee
  - i. (No Report)
- Long Term & Current Projects Committee
  - i. (No Report)

#### **VI. Student Centers Staff Reports (Informational Items)**

- *Report for Assistant Vice President, Student Affairs – Enrollment Services*
  - i. Transitions over the year

1. Lawrence Daniels has new role as Director of the Center for Student Media in addition to being the Director of DSAES IT, which does not align with the roles of the SCPB
  2. CreationStation moved under the Director, Student Centers
  3. Weeks of Welcome [www.uh.edu/wow](http://www.uh.edu/wow) events are still on going
- *Report from Director, Student Centers*
    - i. (#s – new record, new staffing, art, sustainability, projects)
    - ii. People Counter record # of 40,000 +
    - iii. Organization Chart:
      1. in search for Graduate Assistant, will report to Assistant Director for Events & Special Projects,
      2. in search for Program Manager II Information Center, send interest to serve on search committee to Eve,
    - iv. Art Board:
      1. In Plain Sight, food court red wall, great comments on art work
      2. Two other additions to the SC: by Freshii's and across the Multipurpose Room
    - v. Sustainability:
      1. Lunch and Learn series
    - vi. Marketing Initiative
    - vii. Projects
      1. Plaza Revitalization: working to make updates to plaza area, subcommittee to assist with concept
      2. Greek Unity Garden: collaborative project between Center for Fraternity and Sorority Life and Student Centers; visibility marker for National Pan-Hellenic Council, Multicultural Greek Council and United Greek Council; site location is the space to the Northwest of Student Center north
      3. CougarByte: relocated to the basement of library; Mondo Sandwich shop coming soon; delays in project due to plumbing and electrical concerns; 8 week project completion
      4. Satellite: will completely reopen in January 2019; Starbucks & Smoothie King may open in November
        - a. Starbucks Nitro bike to serve coffee this fall in Satellite area
        - b. Food trucks will be placed close to Satellite
      5. Shattered window will be replaced
      6. Flag pole lights: new lights will be installed above ground
      7. Theater Lights: new lights will be water proof
      8. Additional Food Trucks: on Tuesdays in the circle drive
  - *Report from Assistant Director, Events & Special Projects*
    - i. Weeks of Welcome: finishing up events; great attendance at events
    - ii. September is Career Fair heavy for Student Centers and CARS
    - iii. Houston Panhellenic Council recruitment process starts September 14<sup>th</sup>
    - iv. Found new method to transfer RSO event information from previous officers to new officers in scheduling system
  - *Report from Director, Center for Student Involvement*
    - i. Carrel Space: 108 carrel spaces and 80 lockers; 63 organizations have moved into their spaces; hosted move in earlier this year;

## VII. Old Business

- Unaccompanied minor: changed age from 17 to 18
  - i. Passed

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

- Election of Chair & Vice Chair
  - i. Chair – Christopher Caldwell (unopposed)
  - ii. Vice Chair – Andrew Bahlmann (unopposed)
- Presentation of charges to Constitution & Bylaws
  - i. Constitution
    1. Article IV: Membership, Section 1: Members – remove wording “or Vice President” to be consistent with the rest of section
    2. Article IV: Membership, Section 1: Members – remove wording “Director, DSAES IT Services & Student Media” due to role/responsibilities transition
  - ii. Bylaws
    1. Article X: Standing and Special Committees, Section 1, B. Lease Operations & Student Organization Space Committee, # 3 – add “f. The Director of the Cougar Involvement Ambassadors and his/her designee”
  - iii. Christopher will change designate to designee in both documents
- New Digital Board for Shasta’s
  - i. At next meeting the committee will be provided with cost of board and alternatives

#### **IX. Announcements**

- a. Infrared August 24<sup>th</sup> 7pm Houston Room
- b. Chick-fil-A transitioned from Styrofoam cups to papercups
- c. MyUH MyHouston – Monday, August 27<sup>th</sup> from 4pm – 6pm

#### **X. Adjournment**

Christopher Caldwell adjourned meeting at 1:28 PM

#### **Next Meeting:**

**September 21, 2018 (Skyline Room) – Photograph Day – Wear Red**

**October 19, 2018 (Downtown Room)**

**November 9, 2018 (Skyline Room)**

**January 18, 2019 (Skyline Room)**

**February 15, 2019 (Skyline)**

**March 8, 2019 (Skyline)**

**April 12, 2019 (Skyline)**