

UNIVERSITY of HOUSTON

STUDENT CENTERS

Student Centers Policy Board Minutes

Friday, November 19, 2021

Student Centers – Senate Chamber

Attendees: Voting Members: Beth Olson (Faculty Senate), Kaitlin McMaryion (Student Program Board President), Gabrielle Kostecki (Residence Halls Association), Josiah Bruton (SCPB At - Large Member), Christopher Caldwell (SCPB At- Large Member), Sarah Holloway (Staff Council), David Frankfort (Staff Council), Zunayra Hemani (Council for Cultural Activities)

Voting Members (Absent): Tomika Greer (Faculty Senate), Arsalan Darbin (Student Government Association), Angel Flores (Metropolitan Volunteer Program Director), Benita Alani (SCPB At- Large Member)

Nonvoting Members (Present): Keith T. Kowalka, Eve Esch, Kimberly Shaw - Reed, LaShanon Hollis, Tina Powellson

(Absent):

Guest: Deborah Huebler (Auxiliary Services), Charles Pereira (Food Services), Emily Messa (Administration)

I. Introductions & Call to Order – 11:57AM

II. Approval of Agenda - (Approved)

III. Approval of Minutes from (October 15, 2021) meeting -(Approved)

IV. Chairperson's Report – Christopher Caldwell

- At-Large member election process
- Agenda topics
- Introduce new initiatives
- Composite photo reminder
- Apparel (sizes) to Shanon
- Subcommittee meetings reminder (schedule before Jan. 13,2022)

V. Committee Updates

- Facilities Use & Policy Committee – Reviewed policies with proposed changes to current policy 2.2 (update definition the University uses for events); discussed adjustment to use of A-frames in the Student Centers; recommend getting rid of table tents policies; adjust policy for payment for external groups; to impose late fee for events not ending on time and video production needing prior approval; proposed removal of addendum B
- Lease Operations & Student Organization Space Committee – Reviewed policies regarding stored vs eaten food in the carrel spaces and managing spaces. Recommended updating the signage to allow students to eat in the carrel spaces but not to store food. All 106 carrel spaces is currently filled; new applications will be placed on waiting list
- Long Term & Current Projects Committee – Women and Gender Resource Center

adding a new office; LED light outside the Student Centers Theatre is out but will be replaced; CFSL request sink to be added to office space; Sarah Flores purchased replacement event room furniture for events; old furniture will be used in other areas on campus. Plaza project is ongoing; lights and guardrails on west side of building will be replaced due to skateboarding; installation of watt stopper and painting in progress due to condensation on roof; looking into skateboard/scooter storage; games room carpet complete; CoogArcade complete; adding second exit near Houston room pending; Wayfinding added to 1st floor of Student Center North pending; update Student Centers marquee pending; adding digital room signs pending

- Sustainability Committee – Lunch and Learns are back; working on December 8th reuse crafting activity
- Art Board – In process of identifying locations for our two newest acquisitions; requesting submissions for holiday cards or ornaments made out of reused items; winner will receive Beats headphones
- FSAC - Chartwells will be surveying students on new possible food concepts

VI. Student Centers Staff Reports (Informational Items)

- *Report from Assistant Vice President, Student Affairs – Student Life*
 - Student Centers North addition pending February Board meeting approval
- *Report from Director, Student Centers*
 - Staffing updates: New Assistant Director, Marketing & CreationStation starting on the 29th
 - Event Specialist position open
 - Secret Shopper program had 23 response (73% participation)
 - Request to hire Equipment Technician in the games room
- *Report from Associate Director*
 - Aug 22nd - Nov 18th, 2019 number of visitors in the Student Centers were 1,369,213 in 2020 number of visitors were 205,090 and in 2021 number of visitors in the Student Centers were 1,069,882
 - Number of CARS bookings in 2019 were 3,387; bookings in 2020 were 753 and 2021 is 2,487
- *Report from Director, Center for Student Involvement*
 - No updates

VII. Old Business

- None

VIII. New Business

- At-Large member election - Bailey Rhodes **(Approved)**
- Chartwells launched salad robot located in the Library; the Kellogg bowlbot is located in Cougar Village 1. Chartwells is now seeking approval for both units to be placed in the Student Centers **(Approved)**
- Request new coke machine(s) to be added to the Student Centers South basement **(Approved)**
- Request new bike locking system to be placed on current bike pad outside the Student Centers **(Approved)**
- Changes to policies suggested by Facilities Use & Policy Committee **(Approved)**

Announcements:

- Winter Wonderland December 2rd from 11am-3pm at Lynn Eusan Park
- Stress free finals Kickoff December 3rd in the Plaza
- Snack and paint Monday Nov. 29th in the Ballroom

IX. **Adjournment**

X. **Next Meeting: January 19, 2022**