

**Student Activities Center Board of Governors Meeting Minutes**  
**March 9, 2016**  
**Student Activities Center Conference Room 1-2**

Attendees: Victoria Sanelli, Maria Luna, Paolo Velasco, Lila Reyes, Valery Shepard, Tasheen Shams, Manpreet Dhillon, Jazz Kiang,

Absent: Tolu Bamishigbin, Chiao-Wen Lan

Guests: Project B.A.R.S: Taylor Alford, Haskel Jackson, (haskeljackson.com), Ani Abiedu, Alec Bailey; Rudy Figueroa, Dion Veloz, Mary Coleman

**Agenda:**

1. Approval of Agenda
2. Approval of Minutes
3. Tenant Request Extension
4. Custodial Staff
5. B.A.R.S.: A Proposal for Student –Initiated Recording Studio
6. Subcommittees
  - a. Space & Community Relations
  - b. Sustainability and Maintenance
  - c. Future Improvements and Technology
7. Building Updates
8. Spring Week 1 Meeting
9. Announcements

The meeting was called to order by LR at 12:40pm.

**Approval of Agenda**

Each member was provided with a copy of the meeting agenda. After sufficient time to review the agenda, LR inquired if there were any additions. There being none, LR inquired if one of the members would motion to approve the agenda. PV motioned to approve and JK seconds the motion. The agenda was approved by consensus.

**Approval of Minutes**

MC emailed the minutes to the members ahead of the meeting with sufficient time to review and return comments/corrections. LR inquired if there were any corrections to the minutes. There being none, LR inquired if one of the members would motion to approve the minutes. JK motioned to approve and VS seconds the motion. The minutes were approved by consensus.

**Tenant Request Extension**

- No tenant requests have been received to date.
- Submission deadline extended to Noon Monday, 3/14/16.

**Custodial Staff**

- LR shared that while Custodial Services will maintain common areas, she recommends that tenants maintain their own spaces.
- DV will meet with the Custodial Supervisor to review current standards and needs in an effort to balance current needs with level of service they are able to provide.
  - A future topic for discussion may be whether additional funds should be diverted to the custodial budget in order to secure additional custodial services and staff. DV will obtain cost estimates up to full day custodial coverage.

## **B.A.R.S.: A Proposal for Student –Initiated Recording Studio**

LR introduced Project B.A.R.S, (Bruin Arts and Recording Studio): members Taylor Alford, Co Dir.; Haskel Jackson, Entrepreneur and studio owner; Ani Abiedu, Workshop Coordinator; Alec Bailey, Co Dir. Each provided additional background on themselves.

- Proposal with PowerPoint presented to Board for consideration and potential support, (including financial support, of a recording studio being established in the space now occupied by FITTED in the CPO.
  - Only limited access to recording facility at the Herb Alpert School of Music for non-music major students and at Studio 22 which is managed by Residential Life. BARS seeks to facilitate and enable those who are not enrolled in a music or performing major but still seek to build a performance career.
  - In addition to the proposed studio space, BARS will host workshops, performances and facilitate collaborative projects which will encourage diversity, student networking and mentoring.
  - The design includes 2 rooms, one for recording and one with musical and production equipment.
  - Studio to be managed by fulltime staff and part-time student staff /intern.
  - Operation/management of the studio includes:
    - Use by appointment only and only by persons certified to operate the equipment.
    - Monitored use of equipment and instruments.
    - Proposed hours being 10am – Midnight.
  - Cost: \$30,000.00 to \$50,000.00.
  - Expenses include but are not limited to: construction, computer software, production equipment, purchase of instruments, student and staff salaries, outreach and transportation as an extension of CPO outreach.
- After the presentation the meeting was opened for questions.
  - Clarification was requested as to whether the School of Music or Residential Life are aware of this request/proposal/need.
    - Per TA neither has been approached formally.
  - The suggestion was made to further explore access to Studio 22 through Residential Life.
    - Per AA one still needs to be a member of the relatively new Studio 22, which is a student group.
  - ValS suggested researching the HCI and Mindful Music component as a potential partner. Also suggested approaching the Career Center and opening up the proposed studio to grad students.
  - VSanelli suggested that BARS communicate their needs and concerns with Campus and Herb Alpert School Administration.
    - TA noted that they were looking for support broader than just access to a space.
  - Clarification was requested regarding what is happening to FITTED.
    - Their staff would be moved to a cubicle.
  - Clarification was requested if the cost presented was a one time or an ongoing cost.
    - While there will be a onetime cost to create and outfit the studio, there will be ongoing staff and upkeep costs.
  - Clarification was requested as to how the estimated cost was determined.
    - Per TA costs determined by their own research and contact with outside contractors.
      - DV noted that there likely will also be Facilities costs.
  - LR invited the BARS members to the next SAC BOG meeting.

## **Subcommittees**

- a. Space & Community Relations – did not meet
- b. Sustainability and Maintenance - did not meet
  - i. Recreation has a Sustainability Coordinator and she is happy to meet with members of this committee to brainstorm, etc. DV can help connect.

- c. Future Improvements and Technology -
  - i. DV suggested that this committee may want to evaluate the lobby furniture and furniture options for the Gender Neutral Restroom and Lactation Space. DV is meeting Monday with the Tangram, (furniture), rep at 1pm and invited members of the committee to attend.
  - ii. Regarding SAC Gym upgrades, DV is working with Facilities to structure an estimate and is working with Athletics to share the costs.
  - iii. PV suggested upgrading the basement level hallway with wood boards similar to what is on the first level. He also inquired regarding digital signs and per DV while this is included in this year's budget he has been looking for a compatible system. Also there is the outstanding question of who will be responsible for maintaining content of digital signs.
    - 1. PV noted that he has students who are interested in putting up flyers around the BRC but noted that flyers don't look very good and inquired if this could be content for digital signs. He also inquired who managed the content of the CPO digital signs. Per DV, LR, JK the CPO has a dedicated tech for their sign boards. Not a fulltime job, only approx. 15 min per week. To be determined is who would manage digital signs for the SAC. This committee can develop ideas and bring to the Board.

### **Building Updates**

- The John Wooden Center Board of Governors in conjunction with the Campus Sustainability Office is looking at how water and utilities are used in the Recreation facilities. In conjunction with that, Recreation's towel service was reviewed. It was found that significant water and energy savings could be captured if towel service was phased out. The SAC has towel service from 11:00am – 2:00pm for recreational swimmers. UCLA Recreation is looking for support from the SAC BOG to phase out the towel service at not only the Wooden Center but the SAC as well. Their support may be included in the Department's marketing of the phase out. Currently the phase out is scheduled to begin with spring quarter.
  - LR inquired if towels at SAC will be available for spring quarter. Per RF service at the SAC will continue from 11am – 2pm for spring but will be terminated by fall. Uniforms and Outdoor Adventures gear will still need to be laundered so there will be no loss of student jobs. Students who had been posted at the towel checkout will be repositioned. ASUCLA may be engaged to sell towels at the Ackerman store.
  - VS inquired how the phase out will be communicated to users. Per RF a marketing campaign is being developed, staff are being educated on talking points to users.
- After review, the SAC BOG general consensus was in support of the towel phase out program.
- Regarding room requests, DV shared that there has been a huge volume of requests and that not all requests can be accommodated. However, requests are being accommodated as per the Charter priority list.

### **Announcements**

- LR noted that an extra meeting should be added during Week 1 in order to begin reviewing and discussing tenant requests. MC will send out a doodle.

The meeting was adjourned by LR at 1:38pm.