

**Student Activities Center Board of Governors Meeting Minutes
November 02, 2012
Plaza View Conference Room**

Present: Stacey Meeker, Valerie Shepard, Susan Jensen, Rohit Maharaj, Kenneth Ramos, Brenda Gutierrez, Amanda Morrall, Molly Katz, Vanessa Thulsiraj, Paolo Velasco

Absent: Raja Bhattar, DeMarcus Jenkins

Guests: Mick Deluca, Dion Veloz, Mary Coleman.

Agenda

1. Welcome and Board Member Introductions
2. Board Overview PowerPoint Presentation
3. Questions, Meeting Schedule, Election of Officers
4. Open Forum

Welcome and Board Member Introductions

- MD welcomed returning and new members and advised that the Board was fully appointed and that he would be providing an overview of the SAC BOG at this meeting.
- There was a round of introductions with each member introducing themselves.

Board Overview

MD provided the Board with a PowerPoint presentation regarding the role and structure of the Board, online resource material such as the Charter and past years' minutes, funding sources and flow of funds, overview of budget process, election of officers, budget oversight, anticipated initiatives and agenda items and election of officers and meeting schedule.

Board Composition

- 4 undergrads appointed by USAC
 - SRC, SIAC, CPOSA and an At-Large
- 4 grads appointed by the GSA
 - GSA IVP, GSRC Program Committee, GSRC Oversight Committee and an At-Large
- 3 Non-student building tenants representing:
 - VC Student Affairs, AVC, Student and Campus Life, College of Letters & Science

Resource Material

SAC BOG Manual: <http://www.recreation.ucla.edu/insidepage.aspx?uid=04146495-eda4-40e8-9695-d3fd783d3d5d> contains the Charter, minutes, year-end reports, referendum and roster.

Campus Based Fees and funding

- SPARC & Wooden Center fees and applications were reviewed – (pls. refer to PowerPoint slides 6 – 9.)
- Funding flow also reviewed – (pls. refer to PowerPoint slide 10)
- Reserve funds which support facility operations were reviewed – (pls. refer to PowerPoint slides 11 & 12)

Initiatives, Projects, Projected Agenda Items

- SAC Building operations and projects
- New Requests
- On-going Budget ramifications
- Tenant Needs
- Safety and Security in the Building
- Overall Space Needs within the building
- Cross Cultural Unity Center concept and program
- Campus Planning Student Space Needs
- Re-opening of Pauley Pavilion

Election of Officers

Despite the wording of the SACBOG Charter, due to the appointment processes of other involved campus entities, the SACBOG has never been able to appoint new officers within the Charter timeframe. A quorum of 9 members, (super quorum), is required to vote for officers and attendance has also been an issue with past elections.

- Officers must be students; pattern has been one USAC and one GSA.
- Clarification was requested regarding who votes for the officers
 - Student and tenant representatives on the Board.
- Clarification was requested by RM of who was missing from the day's meeting.
 - One GSA rep. and two tenants, (ROTC & RB of the LGBT).

Questions, Board Meeting Schedule, Election of Officers.

- AM inquired regarding the timing of accomplishing all of the Board's business.
 - Per MD initiatives can be started now. Work is ongoing regarding the Unity Center. Winter quarter sees tenant requests being submitted and during spring quarter financial information is provided to the Board related to approving the next year's budget.
 - DV advised that either he or Rudy Figueroa will provide SAC building updates at each meeting.
- Meeting Schedule Discussion
 - MD advised that while last year's Board met weekly due to late constitution of the Board and the need to catch up, prior boards met no less than 3 times per quarter and usually 4 times per quarter, for example weeks 2-4-6-8.
- There was general discussion of date and time to meet with the consensus being Fridays at 2pm.
- There was general discussion of how often to meet with a general consensus being to meet 11/16 and 11/30 at 2pm. Due to holidays the 2-4-6-8 schedule didn't quite work.
 - Location to be determined based on available space in the SAC and JWC.
 - DV will review space in SAC.
 - It was requested that lunch be provided at the meetings.
 - RM offered that additional meetings could be scheduled as needed.
- MD advised that at the next meeting the members would be voting for their officers; Chair and Vice Chair.
 - Nominations can be either self-nomination or made by another member.
 - Nominees will address the Board regarding their interest and leadership style
 - Only students can hold office.
 - Super quorum, 9 members is required.

- Historically the offices have been held by a grad and an undergrad.
- MD suggested reading the Charter and past minutes.

Open Forum

- RM suggested a tour of Pauley and the SAC which can be arranged by MD and DV.
 - MD shared that he obtained reg fee funding to be able to capture the Pauley concourse space for student use from 7pm – 1am. Portable flooring and mirrors to be purchased so space can be used for dance groups. He reminded the Board that the SAC had weighed in on using the Pauley concourse for student groups.
 - Regarding a SAC tour – this is a good idea to familiarize the members with the rest of the tenants and spaces. MD reminded the members of the increasing reciprocity going on with the ROTC units as they allow SAC groups the use of their classroom, etc. for meetings. The ROTC area received IT improvements as part of the IT upgrade to the SAC.
 - MD shared that both the SAC and JWC supported the Coach AI Scates naming installation on the SAC gym floor.
- VT requested an update on the SAC Assistant Manager open position and whether this person will attend the Board meetings.
 - Per DV this is in process and candidates have been interviewed by a couple of SAC committees.
 - Either DV or the SAC Asst. Mgr will attend the meetings.
- VT inquired regarding the Unity Center meetings.
 - Per MD the form of the meetings is being reshaped with the creation of a steering committee which will shortly meet with Brailsford & Dunlavey's Matt Bohannon and then a meeting schedule and focus groups will be established. The steering committee will include 2 GSA members.
- VT requested clarification as to the composition of the steering committee regarding number of GSA and USAC reps.
 - Per MD the steering committee is not about numbers and he anticipates the next meeting of the steering committee to be late afternoon of 11/08 and he will notify its members, some of which are on the SAC BOG, as soon as this is confirmed.
- VT inquired as to who selected the steering committee and requested facilitation of getting grad reps on the committee.
 - MD suggested she contact Christine Wilson for details.
- MD shared that the CPO & GSA were hosting an election viewing at the LATC Clubhouse from 7-10pm and all were invited.

The meeting was adjourned at 3:05pm.