

Student Activities Center Board of Governors Meeting Minutes
February 24, 2014
JWC Main Conference Room

Attendees: Rocio Trujillo, Angela Sanchez, Valerie Shepard, Rohit Maharaj, Stacey Meeker, Brittany Bolden, Jessie Rosales, Paolo Velasco, Nicole Robinson for Nina Drucker, Kashif Iqbal,

Absent: Vicki Sanelli/Donna Tenerelli,

Guests: Mick Deluca, Dion Veloz, Mary Coleman

Agenda:

1. Approval of Agenda
2. Approval of Minutes
3. New Business
 - a. SAC Tour Recap
 - b. Subcommittees
4. Updates
5. Announcements

Approval of Agenda

RT provided each member with a copy of the meeting agenda, provided time to review and comment. There were no modifications to the agenda. NR motioned to approve the Agenda and this was second by RM.

Approval of Minutes

MC had emailed the Minutes of the meeting of 02-10-14 to the members ahead of this meeting. SM noted that the GSRC does not provide tutoring services. With no other corrections to the Minutes, NR motioned to approve the Minutes and this was second by RM.

New Business

1. *SAC Tour Recap*
 - a. The general need expressed was for space. The tour recap quickly segued into a discussion of subcommittees to address SAC tenant and student needs.
2. Subcommittees
 - a. There was general discussion and suggestions for subcommittees. Some of the proposed subcommittees were grouped together as they shared subject matter. The final choice of subcommittees and persons on each subcommittee are as follows:
 - i. Space/Community Relations: Nicole Robinson, Angela Sanchez, Jessie Rosales
 1. The purpose of this subcommittee is to research & recommend on emerging space needs, (i.e. gender neutral restroom, storage) and to assist in logistics of the need.
 - ii. Sustainability/Maintenance & Preventative Maintenance: Brittany Bolden, Valerie Shepard.
 1. The purpose of this subcommittee is to research & recommend on sustainability/greening of the SAC and SAC improvements; building safety & security, HVAC.

- iii. Future Improvements/Technology: Rohit Maharaj, Kashif Iqbal, Stacey Meeker.
 1. The purpose of this subcommittee is to research & recommend on future technology needs such as signage, etc.
- iv. Policy/Charter: Paolo Velasco, Valerie Shepard, Dion Veloz
 1. The purpose of this subcommittee is to review the SAC BOG Charter & Emergency Action Plan, (EAP), make recommendations on scheduling policy, etc. with a focus on scheduling of the pool deck as an event space.
 - b. There was general discussion regarding subcommittee timelines, meeting schedules and ensuring that topics/issues aren't duplicated. It was determined that the subcommittees would meet on their own and report back at Board meetings and feel free to communicate with each other.
 - c. Regarding future BOG meetings it was noted that at least the last three meetings are devoted to review of tenant requests, review and approval of the budget.
 - i. Tenant requests include furniture purchases, and other improvements to their space to improve delivery of services.
 - ii. The BOG will send out a call to tenants to submit their requests.

Updates

- RT recommended that the subcommittees find time to meet prior to the end of the quarter. Scheduling of future meetings will be discussed at the next meeting. MC will send out a meeting request. VS noted that both ROTC reps have been unable to attend due to the meetings being at 5pm.
- DV noted that space requests for Spring Quarter must be received by 03/03.
- The purchase order for the conference room dividers has been submitted and it is expected that installation will occur at the end of spring quarter and before summer programming begins.
- BB noted her concern that there have been complaints that the CPO Internship meeting is too loud. She noted that while this rather large group is in only one of the basement conference rooms, the Yields Meeting with only a dozen participants is in two. She inquired how room assignments are made. DV shared that room assignments are made as per the Charter and that "Yields" had requested two of the three conference rooms. He also noted that "Yields" probably turned their request in before the CPO Internship group. DV will speak with the "Yields" group to determine actual needs and adjust the scheduling of the rooms as needed.
- MD will send out a copy of the Brailsford & Dunlevy report on Space Needs.

The meeting was adjourned at 6:04pm by RT.