

Student Activities Center Board of Governors Meeting Minutes
April 13, 2016
John Wooden Center, Main Conference Room

Attendees: Lila Reyes, Victoria Sanelli, Paolo Velasco, Manpreet Dhillon, Evelyn Tran for Jazz Kiang, Maria Luna, Valery Shepard,

Guests: Maureen Wadleigh, CFO Campus Life & Recreation, Raja Bhattar, Director LGBT Center, Rudy Figueroa, Mary Coleman

Agenda

1. Approval of Agenda
2. Approval of Minutes
3. Tenant Requests Continued
4. Subcommittees
 - a. Space & Community Relations
 - b. Sustainability and Maintenance
 - c. Future Improvements & Technology
5. Building Updates
6. Announcements

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. VShepard motioned to approve and RB seconds the motion. The agenda was approved by consensus.

Approval of Minutes

There were no minutes ready for review and approval at this meeting.

Tenant Requests Continued

EAOP – Lila Reyes

- LR messaged Diane at the EAOP to determine if there was any insurance on the broken chairs. There is none but Tangram can swap out the arms for \$130.00 total, not per chair. Regarding the conference room change the quote is \$3534.32.
 - MD & PV inquired if the tenants and student groups may use the EAOP conference room after hours. Per DV while the EAOP has never been opened after hours, since they are requesting a conference room renovation it is a fair question. PV noted that their office has a sizable table. RB noted that it was his impression that the EAOP space is only used for their own program. RF suggested that the EAOP be asked if they would agree to open the proposed conference room space to booking by tenants and student groups.
- There was a general discussion of funding and public vs. office space.
 - Per MW funding of the BRC projector is in question if the space it will be installed in is not opened to booking by tenants and student groups after hours. Approval of EAOP is not contingent on opening up as common space but it is a factor. MW noted that if the EAOP has a conference room then it may not need to use other conference rooms in the SAC and this will have a benefit to tenants. ET noted that the EAOP has opened their space to student groups after hours.

- LR noted that the Tangram quote for the chairs was a good deal and felt that the conversion of office space to conference room space was a reasonable request. LR suggested that the Board move forward in approving the EAOP request for getting their chairs fixed in the amount of \$130.80 and also approving the conference room renovation contingent upon it being open for booking by tenants and student groups. Motion to vote on approval of the EAOP request as stipulated made by VSanelli and second by PV. A vote was taken with 7 approve, 0 disapprove, 0 abstain.

Bruin Resource Center, Paolo Velasco

- The consensus was that the BRC request had been thoroughly discussed at the prior meeting. The projector and common area update had been submitted, reviewed and approved by last year's Board.
- Motion to vote on approval of the BRC request as submitted but with the stipulation that the common area is opened for use by tenants and student groups, made by RB second by VSanelli. A vote was taken with 5 approve, 0 disapprove, 2 abstain.

CPO, Lila Reyes, Evelyn Tran

- Regarding poster displays, they are the CPO committee's posters by the computer lab. The desire is to make them look more like the posters in Kerckhoff. Purpose of posters is to inform of the committees, their services offered and committee members. There would be three posters.
 - MD expressed that \$20,000 seemed a bit steep for three posters. LR noted that the estimate includes mounting by Facilities as well as production of the posters and would be a onetime cost.
 - RB inquired how the posters contribute to the SAC. LR noted that the posters will inform which committee members are also on the SAC BOG, as well as what the committees do and where their funding goes. No mock up available for review.
- MD requested that each item of the CPO request be discussed individually.
- Regarding the TV in the test bank lobby, MW noted that this was entertainment for students waiting to use the test bank. ET offered that the TV would be used to show news shows/current events. VSanelli noted that the ROTCs purchased TVs for classrooms and presentation and if the purpose is similar then the request is valid. However, if the TV is an entertainment then it is not a valid request.
 - There was a general discussion regarding the request to purchase a TV. Points brought up include:
 - Purpose of TV – Per LR, programming would be educational and news shows. It was noted that in the request for the TV, the purpose was stated as entertainment & information for students waiting to use the test bank.
 - The question was raised by MW if purchase of a TV wouldn't set a precedent and that most of the units in the SAC would then feel the need for a TV. However, having a TV is not essential to furthering the mission of any unit in the SAC.
 - The LGBT made a similar request last year and this was turned down as being a unit improvement and not a SAC improvement.
- Regarding replacement of cabinets. MD inquired as to how the size of the cabinets was chosen. Per LR decision based on space available.
- Motion to vote per line item of the CPO request, made by MD and second by PV.
 - Motion to vote regarding approval of the purchase of cabinets made by MD and second by PV. A vote was taken with 7 approve, 0 disapprove, 0 abstain.

- Motion to vote regarding approval of the purchase of a TV made by MD and second by PV. A vote was taken with 3 approve, 3 disapprove, 1 abstain. The members were uncertain what basically a tie vote meant and MC will obtain clarification and inform at next meeting.
- Motion to vote regarding approval of the purchase of a lobby couch made by PV and second by MD. A vote was taken with 7 approve, 0 disapprove, 0 abstain.
- Motion to vote regarding approval of the purchase of lockers made by MD and second by PV. A vote was taken with 7 approve, 0 disapprove, 0 abstain.
- Regarding the poster displays, MD motioned to further discuss and this was second by PV. The suggestion was made to postpone voting on this line item until more information could be provided and a clearer quote obtained. Motion to table made by MD, second by PV. Vote to table; 7 agree, 0 disagree, 0 abstain.
- Regarding renovation of the admin office B02B, a motion to further discuss was made by PV and second by MD.
 - Inquiry was made as to whether this would be a common space and per LR it would be.
 - LR advised that the wall cabinets in that room are no longer needed. VSanelli inquired if they could be repurposed to elsewhere in the SAC since they are still nice. RF noted that there would be a cost involved to relocate. MW inquired if the cabinets would fit into the lounge. LR will investigate as well as look into the possibility of repurposing them. VSanelli advised that the ROTC has a table they no longer need if another unit is interested.
- Motion to table further discussion/vote until LR is able to update on practicality of repurposing cabinets and provide a quote. Vote to table; 7 agree, 0 disagree, 0 abstain.

Bruin Corps, Lila Reyes

- Shifting of workstation is a DIY. Cost is for a conference table, two regular tables and 10 chairs.
- PV inquired if newly created meeting space would be opened for booking by tenants and student groups. RF noted that this has not officially been discussed with Bruin Corps staff.
- It was noted that Bruin Corps needs meeting space as access to upstairs conference room was diminished.
- Bruin Corps quote accidentally attached to EAOP request. LR will send EAOP request to the Board. Quote amount is \$4,327.12
- Motion to vote on approval of the Bruin Corps request as submitted, made by VSanelli and second by PV. A vote was taken with 7 approve, 0 disapprove, 0 abstain.

Subcommittees

- a. Space & Community Relations – did not meet
- b. Future Improvements & Technology – did not meet
- c. Sustainability and Maintenance
 - i. Met with Katie Zeller, Recreation Sustainability Coordinator regarding SAC options for reducing water use and disposal of office and building trash. KZ is working on a system for “compost” and “not compostable” bins that will cover all Recreation facilities, including the SAC. The Board can help with education and roll out.

Building Updates

- Bruin Day, Saturday 04/16. There will be a CPO event on the pool deck. Access will be via the side emergency doors, not the usual hallway.
- There is a water problem in the basement resulting in leaks in the ROTC storage space. Per RF the leak is coming from the men's side of the locker room. Facilities has been notified and the plumbers may shut down the showers temporarily, however the locker room will remain open. Facilities/Plumbers will coordinate with SAC staff.
- RB requested a renovation update regarding the lactation room and gender neutral restroom. Per RF the timeline remains on schedule. He has met with involved tenants. The only small delay may be to avoid the CPO conference in June.

Announcements

- PV requested that the following topics be included on the next meeting agenda: Common Space requests such as digital signage. The Board can discuss and make recommendations for standardization of signage in building. DV to be contacted for quotes.
- VSanelli requested a custodial update. LR shared that DV is working on custodial models. RF noted that the request is for increased daytime service with two daytime custodians at the SAC and two daytime custodians at Wooden. This will double the cost of service. DV working on a quote.

The meeting was adjourned by LR at 1:46pm