

Annual Report
Student Activities Center Board of Governors
2008-2009

Membership:

Suza Khy | USAC Representative (Chair)
Abraham Pacheco | CPOSA Representative
Corey Matthews | CPO/SIAC Representative
Atzimba Reyes | CPO/CRC Representative

Kimberly Walker | GSRPC Representative (Vice Chair)
Ryan Roberts | GSA IVP Representative
Christiane Abouzeid | GSRCOOC Representative
Vanessa Thulsiraj | GSWCOOC Representative

Vusisizwe Azania | Student & Campus Life Representative
Donna Tenerelli | Manager Naval Sciences
Candelyn Candelaria | Student Affairs Representative

Cultural & Recreational Affairs Staff:

Mick Deluca | Director, Cultural & Recreational Affairs
Rudy Figueroa | Assistant Director Facility and Event Operations
Dion Veloz | Student Activities Center Manager
Mary Coleman | Executive/Administrative Specialist

USAC: Undergraduate Student Association Council CPOSA: Community Programs Office Student Association CPO/SIAC: Community Programs Office Student Initiated Access Center CPO/CRC: Community Programs Office Campus Retention Committee GSRPC: Graduate Student Resource Center Program Committee GSA IVP: Graduate Student Association Internal Vice President GSRCOOC: Graduate Student Resource Center Oversight Committee GSWCOOC: Graduate Student Writing Center Oversight Committee

The Student Activities Center Board of Governors met six times this year and addressed charter amendments, gender neutral restrooms, building tenant needs, and the replacement of the Center for Women and Men to the Bruin Resource Center.

Charter Amendments

Since the operation of the charter, the SACBOG Board has adhered to the written rules and regulations. In recent years, the board has been flexible with the charter because of certain committee processes of both the Undergraduate and Graduate student divisions. In understanding that the charter was written in 2003, this year's Board call to revisit the Operating Charter to have the language and policies reflect the actual proceedings of the Board. There were three main topics that were being discussed: stipends, student representatives serving time, and room reservations times.

The Board had a concern in the continual late student appointments. According to the charter the undergraduate and graduate student representatives were to be assigned by July 15 of the same academic year. However due to internal structural challenges, the acceptance of student appointments has been flexible. The internal structural challenges generally came from the Graduate representatives, and the at large representatives for both the Graduate and Undergraduate students. These challenges develop as the committees for the graduate writing center, the graduate resource center, and the graduate student association committees are formed the following academic year. In order to mitigate the late student appointments, a restructuring of the graduate committees needs to happen. To encourage more students, undergraduate and graduate alike, there was an idea to provide stipends. The stipends would help the Board in

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providing an incentive for students to come to meetings, which will give the Board quorum to official meet and vote. Stipends were clarified to be distributed by Student Fee Advisory Committee (SFAC) and for stipends to be awarded to SACBOG student representatives, the request must be made and approved by SFAC. The stipend issue was not widely agreed upon the Board as a method to secure student appointments.

Another approach to mitigating the late student appointments was to assign longer serving terms for the student representatives. The student representatives are all appointed positions from either the student project or student government. It was proposed that two undergraduate and two graduate student representatives serve alternate two year terms. The Board agreed to the alternating two year term for undergraduate and graduate students.

Room reservation was the last charter topic discussed. According to the SAC Facilities manager, the current policies do not allow for some student groups, non priority I, to book for a large event. Therefore, the proposed modification was to alter the deadlines for quarterly room reservations to two months before the start of each quarter. For such large events, there was an additional concern over custodial costs. It was argued that the SAC should not absorb maintenance costs of large events and that additional custodial cost should be held responsible by the host of the large event. Despite the concern, the board felt that the charter was meant to support the student groups' activity and added additional money to the estimated custodial services budget request to mitigate the costs of maintaining large events.

The Board also approved the entity name update in the charter to include the Student Retention Center in place of the Campus Retention Committee.

Gender Neutral Restrooms

As an initiative that happened in the previous SACBOG Board, this year's Board was able to analyze and assess the implementation of the Gender Neutral Restrooms. For the fall quarter, the pilot for the gender neutral restrooms was the first floor male and female restrooms on the west side of the Student Activities Center, adjacent to the Community Programs Commons. However, due to the frequent use of the lounge, computer lab, and other services on the first floor, the gender neutral restrooms had issues of traffic congestion and safety. Therefore the pilot gender neutral restrooms were removed from the first floor. This year's Board continued to ensure a private and safe restroom for the Lesbian, Gay, Bisexual, and Transgender (LGBT) community. Thus, we decided to transform the restroom on the Basement Level, across from the Bruin Corps office, into the gender neutral restrooms that had an open area with two locked doors for the restroom. The board approved to spend \$98,854.50 for the renovations.

Building Tenant Needs

A building needs assessment workgroup was created by the Board to evaluate and assess how the current building reflects the growing necessary building needs of all the entities. After conducting and consolidating the surveys that were administered to each SAC entity, the frequent requests were as follows: storage space and file cabinets; furniture, chair, and desk replacements; an upgrade fully functional kitchen with refrigerators, warmers, and cooking facilities; and technological upgrades to the building.

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As the student groups and projects expand over the years, the amount of paperwork accumulated drastically increase. The storage space must adhere to guidelines given by the Fire Marshall. Therefore any changes to the storage system must be cleared by the Fire Marshall. It was suggested for each entity to review and clean up all unnecessary documents and convert some files to a pdf format. Along with reducing the amount of unnecessary documents the board approved \$10,000 for storage racks and file cabinets in the BMOER budget request under SAC equipment.

The furniture in the SAC is frequently used by students and tenants, thus the chairs and desks wear and tare more easily and at a quick rate. The Board approved \$10,000 to replace chairs and tables. The conference table replacement request has been approved by the previous board.

A fully functionally kitchen proposal with a refrigerator, food warmers, and oven was requested based on the need that student groups food fundraisers should have a location for safe handling and storage of food. The estimated cost for the kitchen proposal was \$42,000 for equipment alone. The CRA director pointed out that the cost would be much higher because the building was not meant for food preparations and that adding a fully functional kitchen would need structural building changes for ventilation and approval from the fire marshal. This unexpected structural change developed an unclear estimate for the kitchen proposal in which the board reached no conclusion for budgeting.

Due to the short amount of time during the board voting meeting, technological upgrades for the building was not fully discussed. Therefore, the board reached no conclusions to include this to the budget requests for building tenant needs.

Bruin Resource Center

The Center for Women and Men will be converted to the Bruin Resource Center. The Bruin Resource Center was developed to serve students with no specific services or centers on campus. These constituents included veterans, student parents, and transfers. In order to increase the amount of service without increasing resources the Bruin Resource Center combined with Student Health Services and the Center for Women and Men. The resource center serves as an umbrella center to provide services for underserved campus communities. There was some concern that the Bruin Resource Center may overlap in the counseling services provided by the Student Retention Center for non-traditional students (such as transfers, commuters, and student parents). However, it was assured at the transfer office has no counseling services and are open to referral to the Student Retention Center. By July of this year, the Center for Women and Men will be fully converted to the Bruin Resource Center.

Budget Request Summary for 2009-2010

BMOER	Total: \$ 401,586.12
EMR	Total: \$ 230,198.90

Recommendations

There are many items that were budgeted for that requires follow up for the next year, the Gender Neutral bathroom, replacement of furniture, and restructuring of storage space. In

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particular, the Gender Neutral restroom would be a crucial aspect for oversight and I would recommend more involvement with the Lesbian, Gay, Bisexual, and Transgender (LGBT) Center. Either the director or student leaders involved in the LGBT center should participate in finalizing the facilities details that will suit the unique needs of the LGBT community.

Although the building needs assessment was initiated this year, I recommend that the workgroup remains in the Board. This space will allow for a communication stream between all the entities in the SAC and will develop the SAC as a state of the art activities center that reflects the growing and changing needs of the students.

Lastly, the Board should investigate ways to become a green building and develop a plan to encourage environmentally sustainable practice at the SAC. The investment will benefit the ecosystem and surrounding environment and save money on energy costs for maintaining the building.