

Student Activities Center Board of Governors Meeting Minutes
April 20, 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: Raja Bhattar, Director LGBT Center, Rudy Figueroa, Dion Veloz, Mary Coleman

Agenda

1. Approval of Agenda
2. Approval of Minutes
3. Mural Display
4. Increased Custodial
5. Subcommittees
 - a. Space & Community Relations
 - b. Sustainability and Maintenance
 - c. Future Improvements & Technology
6. Building Updates
7. 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. PV 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.

Mural Display

The mural in question is the one in the basement by the north entrance. It has been up there for several years.

- General discussion regarding what to replace it with; unit pictures or art of some sort.
 - DV suggested that it should be reflective of what is going on in the building. Perhaps update with new photos.
 - RF added that “art” is very subjective. LR shared that there are a couple of “art” pieces in the CPO which could be used for inspiration.
 - VSanelli inquired if there is a campus approval committee. Per DV approval would be internal by the units.
 - PV noted that the easiest thing to do would be to update with current photos that are representative of the units and services in the SAC. Would need to check costs to update photos.
 - VSanelli suggested updating the photos and doing a student art contest similar to the ASUCLA tee shirt design contest.
 - RF noted that the photos were taken by CRA Marketing and framed by an outside vendor. Cost was \$15,000 - \$20,000.
 - MC noted the importance to partner with Recreation Marketing as they are currently developing a Recreation rebranding scheme and anything installed in the SAC would need to be in accord with the Recreation brand. The person to contact in Marketing is Nicole Todd, ntodd@recreation.ucla.edu

- VSanelli suggested that units could be responsible for their own photos and provide them to Recreation Marketing for the over-all design/look of the mural.
- MD suggested that units email photos to her which she will share at the next meeting.

Increased Custodial

- Per DV ideally there would be two full-time employees for the SAC; one male and one female custodian. He also suggested adjusting their start times from the current of 6:00am – 2:30pm to 7:30a – 4:00pm. Evening custodial starts at 6:00pm and an adjusted shift time would lessen the gap. Anticipated cost is \$84,804.00 for salary and benefits for one additional full-time custodian. The Wooden Center would see the same increase since custodial staff would not be shared. The Recreation Directors are reviewing this recommendation.
- MC noted that the SAC BOG, in order to officially endorse this proposal can do a vote which will be included in the minutes. LR suggested proceeding with a vote of support for the custodial model which provides for two full time custodial staff for the SAC. Motion to vote was made by PV and second by VSanelli. The vote was 7 in favor, 0 disagree and 0 abstain.

Tenant Requests – Still Outstanding

- In regards to the 3-3-1 tied vote for purchase of the CPO TV, MC provided clarification regarding the history of such requests and the use of SPARC funds.
 - SPARC funds may not be used for unit technology purchases. This was a determination made at the 05-29-15 SAC BOG meeting concerning tenant requests. Technology requests may only be funded if they benefit the building as a whole, i.e. way-finding digital signage for the building, common space conference room projector upgrade. The request for the TV will need to be removed from the CPO request.

Subcommittees

- a. Space & Community Relations – did not meet
- b. Sustainability and Maintenance – did not meet
- c. Future Improvements & Technology – did not meet

Building Updates

- PV noted his interest in having a digital sign installed by the BRC and requested a quote from DV.
- VSanelli suggested signage letting visitors know what is in the SAC and where. DV advised that “way-finding” signage is a project that is included in this year’s budget.
- There was a general discussion regarding SAC emergency preparedness and RB inquired if each unit could be provided with emergency supplies to be kept in their central area. Staff would also be responsible for purchasing their own emergency supplies.
 - DV will investigate costs to determine if this is do-able in this year’s budget. He suggested rather than supplies for units that zones be established within the SAC. Food and water supplies can be put on a replacement schedule.
- DV provided each member with a copy of the proposed 2016-17 budget and provided an overview of the items.

- Towels service is being phased out resulting in a savings on the Maintenance and Supplies line.
- DV will increase the amount for building projectors and way-finding signage to \$12,000.00.
- DV will increase the amount for the building mural to \$20,000.00.
 - Both of the above are projected costs only, not actual.
- Regarding Technology, DV is still researching digital signage. To be determined is how will it be programmed and maintained. He will hold off pursuing this until this issue is resolved.
- The Tenant Improvements items will be populated when all requests are finalized and voted on.
- Custodial includes the proposed two full-time SAC custodians.
- Staff Wages and Benefits increased over last year due to increase in minimum wage.
 - RF inquired what the plan is for the wage increase. Per DV implementation still TBD.
- Projects: Gender Neutral and Lactation Station included. SAC gym upgrade includes ongoing acoustic panels project which Athletics will share the cost and improving the windows and curtains.
- PV inquired as to the amount of funds are available to the SAC.
 - Per RF it is not a set amount. Requests are submitted to draw down funds. However, there is a guideline established last year by Maureen Wadleigh. He will contact MW to obtain this information.
- Regarding the Gender Neutral Restroom and Lactation Station, Facilities wants to finish the project before fall quarter. They would like to start the first week of June. RF and DV are aware of the CPO conference in early June as well as end of year parties and will suspend construction for the days these are occurring.
 - RB inquired regarding construction noise impact around finals.
 - RF restated how focused Facilities is on completion by fall. Facilities provided a time line on how to accomplish this. Work to be done during the day so there will not be any interference with evening study halls.
 - VSanelli inquired if any estimate could be given regarding level of construction noise.
 - RF advised that the most noise would occur while Facilities is coring through concrete. He will update units ahead of time of when this will occur so units can plan accordingly.
 - DV noted that he and his staff are very aware of noise concerns with finals week. He will check with the EAOP regarding their schedule and provide updates.
 - MD suggested posting of signage ahead of start of construction.
 - RF has already requested general signage and will post prior to commencement of construction.

The meeting was adjourned by 1:25 by LR.