

Student Activities Center Board of Governors Meeting Minutes
February 27, 2015
SAC Tour

Attendees: Luis Sanchez, Ablaihan Akhazhanov, Philip Ross for Maria de la luz Patino, Stacey Meeker, Miriam Rodriguez, Clinton O'Grady for Angelique Taloyo, Lila Reyes, Valerie Shepard

Absent: Paolo Velasco Victoria Sanelli, Milan Chatterjee

Guests: Megan van der Toorn - LGBT Ctr, Dion Veloz, Mary Coleman

Agenda:

1. SAC Tour

SAC Tour

In an effort to better acquaint Board members with the other tenants in the SAC, a tour of units and the building in general was conducted at this meeting. The representatives were provided with an opportunity to inform regarding the work their unit does and to express needs/wants for their unit. The tour was led by Dion Veloz, the SAC Manager.

GSRC – Valerie Shepard

- VS shared that they would like to have a dry erase board.
- Will follow-up with Christina regarding the request for a quote for furniture that was approved by last year's Board.

GWC – Stacey Meeker

- Inquired regarding keys.
 - Per DV they are waiting for the vendor to get blanks in to make the keys.

Conference Rooms 1-2-3, Dion Veloz

- DV pointed out the electric room dividers and restated that SAC staff should be contacted to open or close the dividers. Please do not try to pull them open or closed.

Basement Storage Area – DV

- Packed to the ceiling!
- There is not enough space for everyone.
- Storage cages are used by SAC tenants, CRA and student groups such as Clothes Line Project and CPOSA Health Project.
 - SAC staff will revisit the storage needs of the Clothes Line Project.

Basement Break room – DV

- As agreed upon by a prior SAC BOG, this space is also used as a lactation station with locked fridge installed and lactation station hours posted at the door. Key access at that time through SAC staff. There has been a problem with students going into the room and locking it so they can have it as a study space. This is inappropriate use of the space and SAC staff are working to keep access open.

EAOP – DV

- No representation on the Board. DV noted that they have received new chairs as per their request to the Board.

Bruin Corp – DV

- No representation on the Board. They also received updated chairs as per their request to the Board.

LGBT - Megan van der Toorn

- Pointed out the closet space that was converted into office cubicle spaces, the cyber center which offers free printing up to a specified number of copies, and the new conference room style chairs which were approved by the Board.
- She noted that due to space limitations, one of the staff has set up their office in the LGBT Library. This is awkward for the staffer and a modification of the space would be helpful.

Bruin Resource Center, DV for Paolo Velasco

- DV noted that the BRC did receive the user friendly furniture they had requested.

Basement Restrooms – DV

- DV reviewed the history of the Gender Neutral Restroom Project in the SAC. How space in the restrooms had been converted but due to tenant complaints, was converted back to original configuration. Converting the restrooms into one larger room with contained spaces for toilet and sink is against the current State Code which requires a certain number of restrooms per building occupants/users. SAC staff still looking into options with Facilities.

Scuba Room – DV

- DV continued the history of the Gender Neutral Restroom Project. The Scuba Room was considered but quickly dropped due to not being able to dig down to install drains due to a massive water main underneath as well as not being able to relocate the mechanical rooms.

ROTC – DV

- The ROTC and SAC BOG came to a reciprocity agreement in which the ROTC allows use of their conference room 120B during specified hours in return for being included in building carpet maintenance.

CPO - Miriam Rodriguez and Luis Sanchez

- 106A includes Outreach & Community Service, Education Office, Health Office and Social Justice Office. These groups do site work and mentoring. 106A is an intelligently designed space which maximizes every inch of usable space.
 - Every sub-unit is in need of additional office and storage space.
 - The CPO Office Manager does a weekly cubicle inspection to maintain cleanliness. Cubicle cleanliness guidelines have been issued and users are fined between \$25 - \$50 if they fall below the guidelines.
- 105 houses retention and outreach programs geared to help students succeed as well as the counseling and test bank center. Heavily used area and at times lines for the test bank are out the door. CPO staff are working towards an online system to help ameliorate that problem.
 - The front desk in this space schedules their conference room with an email based, online system.
 - 105D is the CPO conference room which has undergone upgrades to the walls, white boards, refurbished conference table and AV system. (DV noted interest in duplicating the type of white boards in this conference room in Conference Room 4)
 - Megan van der Toorn of the LGBT expressed interest in the window screen and saw potential of having same in the LGBT.
- 111 houses the CPO food closet which is stocked by donations of food, there is no budget. While the food closet frequently gets tapped out, storage can be an issue when a pallet of product is donated. Overflow has been stored in a built out electrical closet and built closet space underneath the stairwell.
- Computer lab & lounge area respectively provides study & multi-purpose meeting and fund raising space. Lockers for commuter students are provided. Students may apply for a locker on a quarterly basis. The lounge area is equipped with kitchenette, flat screen and “smart furniture” which will be fully operational once electric is installed in the floor.

SAC Gym - DV

- Filled with history. Original home of men’s basketball and current home to men’s and women’s volleyball practices; it is always in use for student events and sports. Events are fit in between Athletics and IMs.

- Major challenge is the sound in the gym. It is essentially impossible to hold meetings in the space due to the massive sound bounce which causes distortion and echoes. The estimate to install acoustic panels was greater than \$350,000 so this project has been put on hold. However it is still a project worth considering in order to expand use of the space.
- Adequate and even lighting is another challenge in the space. The roman shades are nonfunctional and requires staff in a lift to operate them. DV expressed interest in changing the outdated manually operated roman shades to a motorized system. This modification would be cost effective in comparison to installing additional lighting.
- Over the years the 2nd floor wood paneling has been damaged due to a variety of behaviors/things and ultimately staff could no longer find the same type of wood boards to fix the paneling. Clear plex was placed over the panels in an effort to protect them. This issue of damaged wood panels with no current product to replace/repair them occurs throughout the SAC. Wood panels may ultimately need to be replaced with another type of wall product.

Misc – DV

- The main floor benches are “smart furniture” and have electrical outlets in them so students can plug in.
- Pool deck, increasingly utilized by students for events. What needs to be considered is how to maximize functionality of the pool deck. Scheduling is restricted due to swim club use.
- LS inquired regarding maintenance requests and DV restated that tenants do not have to wait until a meeting to inform of maintenance issues. Please either email him or let the SAC front desk staff know of any needs/issues and he/they will submit a trouble call to Facilities. He also advised that trouble calls are trackable and he is working on developing a better internal system for tenants to track the trouble calls.

The tour was concluded at approx. 11:50am.