

**Student Activities Center Board of Governors Meeting Minutes**  
**February 24, 2016**  
**John Wooden Center, Main Conference Room**

Attendees: Lila Reyes, Maria Luna, Tasheen Shams, Manpreet Dhillon, Valery Shepard, Susan Jensen for Paolo Velasco, Jazz Kiang,

Absent: Victoria Sanelli, Tolu Bamishigbin

Guests: Raja Bhattar, Rudy Figueroa, Dion Veloz, Mary Coleman

**Agenda:**

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

The meeting was called to order by LR at 12:40pm.

**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. MD motioned to approve and JK seconds the motion. The agenda was approved by consensus.

**Approval of Minutes**

MC emailed the minutes to the members ahead of the meeting with sufficient time to review and return comments/corrections. LR inquired if there were any corrections to the minutes. There being none, LR inquired if one of the members would motion to approve the minutes. JK motioned to approve and MD seconds the motion. The minutes were approved by consensus.

**Custodial Staff**

LR shared that there is a Campus Human resources situation with one of the SAC/JWC custodians, Olga, (and possibly Sam), that has resulted in Olga being transferred to another location on campus. Olga is much liked and respected by SAC tenants who know her. LR inquired if any of the members have noticed any deterioration in maintenance of the SAC. LR noted that trash in the CPO isn't being taken out. RB noted less service. Val S noted trash now being found in the stairwell, which previously was unusual.

- DV advised that he would be meeting with the Director of Facilities/Maintenance, Leroy Sisneros to discuss their new staffing model, current maintenance schedule and current SAC maintenance needs with the goal of better meeting SAC maintenance needs.
- DV advised that a couple of years ago he was contacted by Facilities/Maintenance to advise him that they were reducing custodial service to this zone of campus. DV met with them and negotiated a modified schedule that better met the needs of the SAC. Additionally Swayzer's was hired to fill in the gap times not covered by Facilities/Maintenance: 2:30pm – 5:30pm.
  - RF noted that originally custodial only occurred at night. Through negotiation with Facilities, custodial was added for the morning and early afternoon hours.

- Additionally custodial service is split between the SAC and the Wooden Center.
- RF added that nightly trash pickup no longer occurs on campus.
- There was general discussion with a consensus that units do need to take increased responsibility for the cleanliness of their units. DV agreed that while units do need to take some responsibility, to hold off on discussing what that means until after he has met with Facilities/Maintenance.
- DV offered that negotiating with Facilities/Maintenance is a give and take, meaning that increasing service for something will result in a decrease of service for something else. He requested input regarding what members felt were custodial priorities.
  - SJ offered that restroom cleanliness should be a priority as it is a reflection of the entire building.
  - RF noted that a vacuum sweeper could be purchased as a check-out item at the SAC front desk.
  - Both the LGBT and BRC, (which are in very close proximity to each other on the ground level) have ongoing problems with ants.
- JK shared that the CPO makes it a point with its' staff to clean up daily in recognition that custodial service isn't a maid service. Further he shared that he feels the HR situation between Olga and Facilities/Maintenance has negatively impacted SAC cleanliness. JK also noted his perception of a disrespectful attitude of the custodial managers towards custodial staff.
- LR noted that she would like to work with DV on the maintenance situation as well as the relationship with custodial management and staff. She requested to be included in DV's meeting with Facilities/Management.

### **Acoustic Panels**

DV provided a brief history of the ongoing acoustic panel project.

- Started in 2011.
- Main issue is cost; \$300,000 - \$400,000
- DV has met with Athletics since they use the SAC gym too and have expressed concerns regarding the lighting and difficulty using the panel curtains. Electrically operated curtains were suggested. DV will obtain revised quotes as he is working with a new vendor and share with the Board. Athletics is also interested in putting team banners up in the gym. DV will also explore the possibility of Athletics being a financial partner in purchase of acoustic panels, lighting improvements and new curtain system.

### **Subcommittees**

Since there is no SAC BOG meeting next week LR suggested that the subcommittees use the Wed. 12:30 – 1:30 time to meet.

### **Tenant Requests**

- Tenant requests due 03/09. DV reminded he is available to assist with obtaining quotes from Facilities and outside vendors. DV noted his desire to avoid “surprises” such as obtaining a quote from an outside vendor without determining if work by Facilities will also need to be done.

### **Building Updates**

- DV is accepting spring requests. He will finalize the schedule next week and expects to have final schedule available by 03/15.
- DV is working with Dana Dickerson, EMS guru, to schedule EMS training for units. He expressed his desire to have everyone on board with EMS for fall quarter. Training will include how to register on EMS and request space reservations.
  - Reservations will continue to be as per the priority level in the SAC Charter. Building the priority system into the EMS system has required a few adjustments to the program.

**Announcements**

- JK shared that Tuesday, 03/01 is Student Retention Center Awareness Day. He invited members to encourage their students to check out the SRC services in the CPO and to visit their table on BruinWalk.
  - SJ suggested that JK send out a copy of the flyer or related media for broad sharing.

The meeting was adjourned by LR at 1:05pm.