

## University Center Advisory Board Meeting Minutes: 10/6/18

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### I. Welcome & Introductions: Call to order 1:12 pm

Roll Call: Stephen, Jacob, Amandine, Sylvia, Chad, Alejandro

### II. What's new at the UC: Construction updates, UC Programming, future projects

#### Construction updates:

Our new events services office is finished. Stop by and visit!  
Café 65 lounge area renovation will be discussed next meeting.

#### UC Programming

October Events: Bingo Night, Halloween Costume Contest, Adulting 101: Kitchen Skills.

### III. Review of By-Laws & Structure

Board members discussed board leadership positions, committee roles, sign up.

#### Board Expectations

Attendance at bi-weekly board and subcommittee meetings, as needed.  
Positions are generally two-year commitments.  
Let us know in advance if you can't make a meeting.

Advisory Board Leadership positions (we would like students, but anybody can apply for the position): List of interested names for vote at next meeting.

- Chair- Stephen
- Vice Chair - Jacob
- Secretary - Amandine

Feel free to reply to me if you are interested in a committee.

Advisory Board Sub-committee's (these groups work independently and report out to the board):

- Policy and Services Review: **Randy, Jacob, Alejandro**  
*Review University Center procedures and guidelines for adjustments/feedback.*
- Bylaws Review: **Sylvia, Chad**  
*Works to review and provide feedback on University Center Advisory Board Bylaws.*
- Budget Review: **Ray, Amandine, Chad**  
*Meets to review and provide feedback on University Center budget.*
- Programming Review: **Cheyenne, Ray, Alejandro**  
*Provide feedback and support for University Center programming series.*
- Space/Facility Review: **Randy, Cheyenne, Ray, Alejandro**  
*Examines and makes suggestions for improvements and use of University Center spaces and facilities and possible upgrades/renovations.*
- Assessment Review: **Samantha, Sylvia, Mr. Stephen, Chad**

*Designs, collects, and reviews data/feedback on University Center programs, services, and facilities from students, faculty, and staff to advise on possible operational changes.*

Board Functions

Provide advice and input on UC operations, services, and facility to the Director. Review University Center related assessment data: program feedback, EBI, ACUI benchmarking.  
Hear and provide insight on any new proposals from campus community.

General agenda for our meetings:

**IV. Action Items**

Next meeting agenda items

Café 65 renovation planning.

Vote on board positions.

Finalize sub-committee assignments.

Other long term priorities: Add Art/Photos in the UC, UC Game room renovation.

Board Member suggestions:

- Sam- It would be good to hold a contest to select a logo for UC Programming.
- Stephen- A set of signs in the bathrooms that are on the doors of the handicapped stalls.  
UC programs: its great to see programs that are earlier in the evening.
- Cheyenne- Removing the living wall (this will happen once renovation plans have been finalized)
- Ray- Recognizing UC programming as a brand.