

**University Center Advisory Board
Meeting Minutes: 10/18/18**

I. Welcome & Introductions: Call to order 3:05 pm

Roll Call: Stephen, Dr. Sam, Dr. Sylvia, Sierra, Randy, Jacob, Alejandro, Ray.
Absent: Cheyenne

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, E-sports Tournament 10/27.

Event Services

October is a very busy month for events: Parent and Family Weekend, Japanese Arts and Culture (JASC), Cool Science, and others.

III. Review of By-Laws & Structure

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

Advisory Board Leadership position vote:

- Chair- Stephen
Motion to affirm: Sam, 2nd- Sierra. Accepted unanimously.
- Vice Chair – Jacob
Motion to affirm: Stephen, 2nd- Sierra. Accepted unanimously.
- Secretary – Amandine
Motion to affirm: Randy, 2nd- Jacob. Accepted unanimously.

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, Sierra,**
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, 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 Member 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.

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.

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. "do you need this stall". UC programs: it's 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.
- Stephen- café 65 restaurant style booths.

Adjourn: 3:33 pm.