

**University Center Policy Board**  
Friday, March 25, 2011  
University Center – UC Bayou City Room

**Members Present:** Jared Gogets, Mike Harding, Kevin Nguyen and Jeff Syptak

**Members Absent:** Pooja Ashar, Sandy Coltharp, Lee Hiyer, Johnnie Jackson, Dr. Richard Olenchak, Tanea Tahir, Anna Vuong and Price Wilson

**Support Staff Present:** Keith T. Kowalka, Cheryl Grew-Gillen, Lawrence Daniel, Linda Jauregui and Micah Kenfield

**I. Call to Order**

- Chair Gogets called the meeting to order at 12:15PM.

**II. Approval of Agenda**

- Agenda could not be approved, no quorum. Mr. Kenfield will send out for an e-vote approval.

**III. Approval of Minutes from January 21, 2011, February 11, 2011**

- Minutes could not be approved, no quorum. Mr. Kenfield will send out for an e-vote approval.

**IV. Chairperson's Report (Jared Gogets)**

- Chair Gogets will send out electronically to all UCPB members a short debriefing of the ACUI conference.
- Frontier Fiesta on it's first night, yesterday, earned \$8,400.00 which was double last year's first night figure. It is off to a great start.

**V. Committee Reports**

Facilities Use and Policy Committee (Kevin Nguyen)

- Chair Nguyen did not have a report to make.

Lease Operations Committee (Tanea Tahir)

- Chair Tahir was not present – no report.

Long Term/Current Projects Committee (Pooja Ashar)

- Chair Ashar was not present – no report.

**VI. UC Staff Reports**

*Report from Assistant VP for Student Development (Keith T. Kowalka)*

Organizational Changes/Personnel

- Mr. Kowalka reported that the position for CSI Assistant Director was filled two weeks ago.
- A person from Florida State University has accepted the Activities Advisor I position and should be starting soon.
- The UC is still trying to fill some positions in Building Services housekeeping. There is one new person in place and another that will be starting next week.

### UC Transformation Project Update

- Pre-bid meetings were held for electrical and engineering companies a week ago and approximately sixty to seventy persons were in attendance.
- Then a pre-bid meeting was held for the construction management companies this past Monday and about forty people were in attendance.
- FP&C is projecting that we should have thirty to forty responds from each of those meetings. We requested that the responses be limited to thirty pages maximum.
- A group of people will revise all of the responses and select a maximum group for each of five (5) submittals and invite back to campus. Then we will make a selection as to who will be our architect and who will be our construction at risk.
- Still looking at breaking ground early 2012, it should be about a sixteen month process.
- Looking forward to have the underground and the new UC additions openings by mid-July or August, 2013.

### SFAC Update

- The one-time requests have been approved. Next year's request still has not been approved.

### S-STAR Report

- S-Star stands for Student Success Team for Administrative Review. There is a group meeting to look at how the university currently manages the intra-structure of the campus from different campus perspectives.
- We are trying to identify as we develop a more residential campus how we could potentially make good use of shared resources while not losing or reducing overall support.
- The group has been meeting ever Tuesday and will continue to do so until August 31, 2011. They have been tasked to have a report to Dr. Carl Carlucci and Provost John Antel at that time.

### *Report from Director (Cheryl Grew-Gillen)*

#### UC Underground Fountain Status Update

- The University Centers are looking at finding a vendor that can do the cut outs in a reasonable time and cost since we have not been able to make any process due to not being able to use our staff because of other priorities.
- Director Grew-Gillen hopes to have gathered some information on this for the next time we meet.

### *Report from Director (Lawrence Daniel)*

#### UC Food Court TV, Student Leader Wall and Interactive Updates

- There have been some additions to the UC Food Court TV's. They all are without sound except for the 50" TV that was placed to the back seating area of the Food Court.
- The leadership team met to discuss the Student Leader Wall and it was decided to change the name from the Leadership Wall to The UC Student Leadership Circle.

This decision was made since we did not have every student leader represented and we did not want it to turn into a fact questioning why so we changed it from a fee funded group since every fee funded group was not being represented.

- The University Centers are waiting on the name plates and as soon as they arrive we hope to get the Student Leader Wall done.
- There will be a meeting on Friday, April 1<sup>st</sup>, with the vendor supplying the Interactive/Video Walls we should be able to finalize a date for them to install the equipment. The walls will be in place by early summer.

#### Marketing and Event Updates

- The first event in the agenda is this weekend, the UC Casino in Frontier Fiesta. Everyone needs to come out and try their luck.
- We are working with SPB to do a Student Appreciation Week the last week of April. We will still do the Student Appreciation Days the week of April 11<sup>th</sup>.

### **VII. Old Business**

#### Cougar Den Student Organization/Greek Life Proporsal

- This subject is tabled until there is a quorum.
- Mr. Nguyen spoke with Mr. Jason Bergeron and he will produce a sign-up sheet for the organizations who are interested in joining to sign.

#### Cougar Den Mural Proposal

- This has been tabled until next year. Need to gather feed-back when plans are made during the transformation project for the Cougar Den.

#### UC Ground Floor Display Cases

- This subject is tabled until there is a quorum.

#### Pigeons in UC Arbor

- Mr. Nguyen inquired about the status of the pigeon proposal addressing the pigeon problem in the UC Arbor.
- Ms. Grew-Gillen informed the members that the UC Arbor is being cleaned daily and in order to clean the walls the UC would have to hire someone to power wash them. This cannot be done unless the building is shut down.
- There is also the cost factor to be considered, Ms. Grew-Gillen will check into that.

### **VIII. New Business**

#### UC Reservations Cancellation Policy Revision

- It was suggested that the Facilities Use & Policy committee address this subject so they can review and make suggestions for changes if necessary.

#### University Center Meeting Room Chair Review

- Mr. Kowalka stated that there is a need to purchase new chairs for the UC meeting rooms, Mr. James Pettijohn has requested chair models from two manufactures but we have only received samples from one manufacture.
- Mr. Kenfield will send out an email letting everyone know when all the chairs arrive so members can come by the AS&O office and give their opinion on which chair they feel will be best suited.

#### Internet Radio Station Proposal – Space and Support

- Connor Clifton, an undergraduate who has radio interest expertise has been working with several people at KUHT-UHF and has secured some equipment.
- Our job was to find space at the UC. We are working with CSI and we are going to use the small conference room as the Internet Radio Station location. We are also looking to see how we can connect the radio station to SVN.
- The room that was Mr. Daniel's old office located in the UC Underground will be converted into a small conference room for CSI and CLFSL.
- Mr. Kowalka asked the UCPB members to review the proposal and make sure that this space reallocation is acceptable.

#### UC Policy Board At-Large Membership

- Mr. Kenfield presented an updated copy of the UCPB at-large application.
- Could not be voted on due to lack of quorum.

#### UC Chili's Too Closing

- May 13, 2011 is the last day UC Chili's Too will be open for operation.
- Mr. Kowalka has been working with Ms. Esmeralda Valdez concerning the Food Service equipment. They have worked out that since the equipment was equally supplied by both Aramark and the UC to build Chili's Too that after all of the Chili's deco is removed Aramark will take over the equipment and the UC will take and make use of any furniture that is left and find a use for the space.
- He would like to find a group of people to serve on a committee to submit suggestions for the use of that space over the next two years since the renovation for that area is planned for Phase II.
- The committee should be composed of both students and staff members with the first meeting taking place in two weeks. Hope to some proposals by the May 6th meeting so the changes can be made over the summer and the area can be ready for use by the beginning of the Fall Semester.
- Mr. Kenfield will confirm names of the people volunteering to service on this committee after this meeting.

#### **IX. Announcements**

- Battle of the Bands @ Frontier Fiesta – 8:00PM, March 24, 2011 went great, there was a large turnout.
- Family Fun Day Petting Zoo @ Frontier Fiesta – 11:00AM til 2:00PM – March 26, 2011.
- Cougar Casino @ Frontier Fiesta – March 24-26,2011
- Campus Leaders Reception – April 27, 2011 at 6:30PM
- Student Appreciation Days – May 2 & 3, 2011, activities in UC Games Room
- UC's End of the Year Celebration – May 4, 2011 Pot Luck Dinner, students do not need to bring anything.

#### **X. Adjournment**

- Chair Gogets adjourned the meeting at 12:57PM.
- Next Meeting Date:

Friday, May 6, 2011

UC Bayou City Room