

UNIVERSITY of HOUSTON

STUDENT AFFAIRS & ENROLLMENT SERVICES Student Centers

Student Centers Policy Board Minutes

Friday, February 24, 2017 – Student Center South Skyline Room

Members present: Marc Laney, Richard Guajardo, Jason Wipf, Keishla Segarra, Jordyn Chaffold, Winni Zhang, Warda Ruhi Mohammad Shahabuddin

Members Absent: Princess Ephriam, Gino Lim, Sebastian Troitino, Chris Pinto, Kathryn Delgado, Davis Darusman,

Support Staff Present: James Pettijohn, Tina Powellson, Keith T. Kowalka, Andrea Trevino, Eve Esch, Matthew Sebby

I. Call to Order

Chair Jason Wipf called meeting to order at 12:08 PM.

II. Approval of Agenda

Approved for 1.24.2017 & 2.24.2017

III. Approval of Minutes from December 9, 2016 and January 24, 2017 meeting

Approved for 12.9.2016 & 1.27.2017

IV. Chairperson's Report (Jason Wipf)

- Search Committee Update - Application has posted, modes of marketing: digital screens on campus, ideas for other marketing/advertising of application: listserv, big SC display screens,
- Reintroductions of all members for the new members

V. Committee Reports

Facilities Use and Policy Committee (Winni Zhang)

- *No report.*

Lease Operations Committee (Jordyn Chaffold)

- *No report.*

Long Term/Current Projects Committee (Replacement: Davis Darusman)

- *No Report*

Office and Carrel Space Committee (Keishla Segarra)

- *No Report*

Food Service Advisory Committee (Kathryn Delgado and Jordyn Chaffold)

- *Report on 2/3/2017 FSAC meeting*
 - *New combo meals to provide discounts*
 - *Suggestion: take a photo of food items that need improvement and send to inform dining services or John Price*
 - *Currently the group is undergoing reconstruction*
 - *Aramark is hiring more students*

VI. Student Centers Staff Reports

Report from Assistant Vice President for Student Affairs (Keith T. Kowalka)

- *Dear World Update:*
 - *Over 300 photos, lots of positive press*
 - *Digital Art Screens between Freshii and Cougarbyte will display the pictures from Dear World*

Report from Director, Student Centers (Eve Esch)

- *Wayfinding – concept is to help patrons get from point A to B with ease; Vendor selected: Cineviz, Cineviz will create mock ups of the floor maps (interactive), location: red wall by the information desk, the interactive map will have a “you are here beacon”, main screen will be a map with all three floors and if you touch the screen then you will have event services and other items in the building, room name/number concern, idea to have the ability to click on the room to give a list of the events in the room; fixed signage on all of the floors but they will not be interactive; phase 2 touch screen in other areas of the building; after installation of wayfinding map in the SC South then will address the SC North,*
- *Art Update – new installation of the two digital signs, Eve is in contact with art professors to inform them that their students can use the screens to exhibit their digital art or other art pieces, idea/concern to change the current art on display – fresh art cycling throughout the years – art board is reviewing different options for the wall outside of the midtown and photography exhibit*
- *Satellite – with the Quads going down, another DSAES department has contacted the SC to seek office places, timeline: Summer 2017 move in, with intent to charge auxiliary services for their portion of the space issue, the CSM formally used the space*

Report from Director, Student Affairs IT Services & Special Programs (Keith Kowalka)

- *Cougar Casino Volunteers – good at cards, roulette wheel seeking volunteers for Friday March 24th shifts are from 6pm - 10pm and 2pm -7pm on Saturday- March 25th, Lawrence Daniel will send out a volunteer list,*

Report from Director, Center for Student Involvement (Tina Powellson)

- *InfraRed – Friday, March 3, 2017 7pm in the Houston Room*
- *Judges for Frontier Fiesta - still need volunteers (must be 21), email Tina for volunteer shifts*

Report from Associate Director, Student Centers (James Pettijohn)

- *No new updates.*

Report from Assistant Director, Facilities and Operations (Matthew Sebby)

- *Microwave update – had problems with the microwaves that we had, one caught on fire was removed, replaced all microwaves with commercial microwaves, student concerns: the # of microwaves in the Student Centers; SC Admin addressing the # of microwaves in the building, redoing the space to help with the crowds that use the area at different times of the day, potential to move the tables/chairs out of that area and place under the staircase by Starbucks; thus far, the SC Facilities and Operations crew have*

removed the smoke detectors and replaced with heat detector and are getting quotes for adding additional microwaves/cabinetry

- *Increasing the # of refillable water bottle dispensers – all water stations will have a refilling dispenser*
- *World Trade Center 9/11 monument – currently there is decomposed gravel, working to getting this replaced with a hard surface, seeking to have be no maintenance or low maintenance, installing drainage in the area, goal is to have it completed by 9/11/2017,*

VII. Old Business

- Recommended Changes to Bylaws:
 - Article III: Officers, Section 1: Chairperson – replace “Assistant Vice President for Student Affairs – Student Life” with “Director of Student Centers” in # 4 & # 5
 - Article X: Standing and Special Committees, Section 1 - Combine “Student Organization Carrel and Office Space Assignment Committee” with “Lease Operations & Student Organization Space Committee”
- SC South Plaza Design
 - Project based money from SFAC, will look into the design standard parameters,
 - Concerns with the design concepts presented: Solar powered concern of corrosion, maintenance on the stations, underutilization of charging stations, will look at the numbers of utilization green products vs traditional electricity, skateboarders concern,
- Building Hours of Operation – the board had no concerns regarding the proposed changes to the building hours of operation

VIII. New Business

- Legacy Lounge Piano Note: Jason Wipf requested discussion on putting up a note to inform pianist to be considerate of the individuals in that area, censorship concern, SC is supportive of student endeavors and finds cause for concern with regards to putting up a note, KTK thoughts: The SC has ample space for students to relocate themselves if they seek a quite space, the questions of the legacy lounge as a reserveable space or not was brought to the boards attention, request to place a note was considered not necessary
- 4 person seating policy in the Food Court – Jason Wipf took a picture taken of this area at 12:30pm, there were lines at all of the restaurants, there were no open seats, the thought is to create a policy to ensure that all space is being utilized, an example at Purdue University of table tents that encourage folks to sit together, designated areas for shared space and single use area, Eve will find the information from Purdue and share with the group for table tent consideration

IX. Announcements

Adjournment

Chair Jason Wipf adjourned meeting at 1:30PM.

List of next meeting dates:

- March 31, 2017 (Skyline Room 237)
- April 28, 2017 (Skyline Room 237)