

# UNIVERSITY of HOUSTON

## STUDENT CENTERS

### Student Centers Policy Board Meeting Minutes

Friday, August 30, 2024

Student Center South – Senate Chamber

**Attendees:** Keith Kowalka, Eve Esch, Bridget Portier, Richard Nelson, Tulin Nanneh, Yhoalibeth Guerrero Becerril, Diego Arriaga, Sairam Veeramsetty, Katy Kaesebier, Sharia Turner

**Voting Members:** Tulin Nanneh, Yhoalibeth Guerrero Becerril, Diego Arriaga, Sairam Veeramsetty

**Nonvoting Members:** Keith Kowalka, Eve Esch, Katy Kaesebier, Deb Huebler, Sharia Turner, Bridget Portier

#### Call to Order & Introductions

- I. **Approval of Agenda** – Reviewed agenda by Eve and all attendees.
  - Explanation of voting for agenda, unable to officially approve due to lack of quorum.
  - Details given for Policy Board Constitution, By Laws, Voting and Attendance.
  
  - **Approval of Minutes from previous meeting (April 2024)** – Reviewed, but not voted.
  
- II. **Chairperson’s Report – Sarah Khan** (Due to chair’s absence, Exec. Director presided).
  - Nominations for FY25 Chair/Vice Chair – Will not vote today due to not enough voting members being present.
  - Expectations, Bylaws & Constitution – Reviewed by Eve via website.
    - i. If anyone would like paper copies, please request.
  - Subcommittees – Between August and September meeting
    - i. Subcommittees meet to get more specific work done.
    - ii. Exec. Director requests preferences from all board members to determine which committee they would prefer to serve on.
  
- III. **Committee Updates**
  - Facilities Use & Policy Committee –
    - i. Policies and procedures that pertain directly to Student Centers.
    - ii. Conference and Reservations – Policies and procedures (paper copy available if needed).
    - iii. Suggest changes based on issues that may arise.
    - iv. Group reviews policies ahead of time and presents changes for all to vote and approve.

- Lease Operations & Student Organization Space Committee – Katy Update
  - i. Reviewed and approved by the Policy Board – can verify what spaces they would like (Carrell and locker space).
  - ii. Arcade and tech games contract/leases coming up soon – SkiBall, Basketball, Air Hockey. *(verify if they want to change length or term).*
  - iii. Changing food vendors.
  
- Long Term & Current Projects Committee –
  - i. With this committee, students that vote don't always have the chance to see the outcome.
  - ii. Richard keeps the projects rolling and we have one to present – Legacy Lounge furniture being replaced.
    1. Samples available here in the Senate Room to view during meeting.
    2. Richard advises samples not in the standard “UH” colors.
    3. Aiming to purchase comfortable and functional furniture for that area.
    4. Want to live up to SC “Living Room” title.
    5. 3 Contractors available (sustainable, washable, enjoyable).
    6. Hopes to have input from Committee members to place a final vote for purchase.
    7. Asks for students to identify if they are interested in joining that planning committee.
    8. Hopes to have completed prior to 10<sup>th</sup> Anniversary to be celebrated in January 2025.
    9. Eve asks all to test (sit on to test comfortability).
    10. We've set aside funds to replace and upgrade furniture as needed.
  - iii. New Swing Tables – purchased
    1. In process of being installed
  
- Sustainability Committee – Lunch & Learn Sept 24<sup>th</sup> @ 12pm MPR
  - i. Monthly Lunch & Learns planned – food and education provided around Sustainable topic.
  
- Art Board – New pieces
  - i. Group meets in the spring.
  - ii. Attend Student art shows to pick and vote on new pieces for purchase.
  - iii. Waiting for artists statement to describe pieces that will be hung up.
  - iv. Asks all to follow UH Student Centers social media for support.
  
- FSAC –
  - i. Policy Board has two seats.
  - ii. Meet monthly.
  - iii. Review meal plans, retail dining, food and dining related topics and discussion.
  - iv. Boost is no longer on campus – now GrubHub (kiosks in food court).
    1. Will expand to other options besides just Chick-Fil-A.
  - v. Melt is a new dining option on campus – some like, some dislike.
  - vi. Chartwells has feedback line – text or call to give information (*ChatBack*).
  - vii. Will soon find out who is replacing McDonalds (*to be discussed by Policy Board*).

## Staff Reports (Informational Items)

- *Report from Assistant Vice President, Student Affairs – Student Life*
  - WOW Updates – Keith Kowalka.
    - Events had record breaking attendance.
    - Assessment goes out Tuesday and asks for 2 weeks for all to respond.
    - Kudos to Eve’s staff for making the events possible
    - Will have more comprehensive report soon.
  - Expansion Updates
    - Regarding SC Expansion – grassy area on North side– final approval going to Board of Regents in November.
    - RFQ for architectural design.
    - No fee increases for Students regarding the new building.
    - Very exciting and will plan to open doors during 2027 Centennial celebration.
  
- *Report from Executive Director, Student Centers*
  - SC By the Numbers
    - Facility & Events
      - 2,969,906 visitors annually
    - High numbers from last week (counters on the doors).
      - 36,380 bodies in and out of the facility (8.20.2024)
    - Almost 3 million visitors last year.
    - Over 5,000 inventoried items.
      - Ensuring all events have resources that they need.
    - Games Room
      - 83,787 games bowled
      - 13,965 hours of Billiards played
      - 3,947 hours of Table Tennis played
      - 338 reservations taken
      - \$353,317 in total revenue
    - Shasta’s Cones & More
      - 24,079 single scoops sold
      - 6,619 double scoops sold
      - 6,809 ICEE’s sold
      - \$415,846 total revenue (^26%)
    - CreationStation
      - 1,941 total projects
      - 1,410 student organization projects
      - \$235,288 total revenue (^23%)
    - Challenges – Threats possible, AWA reduction, \$0 raise
      - Challenge 1: Expansion
      - Challenge 2: SB 17
      - Challenge 3: Projects
      - Challenge 4: Future \$\$

- Staffing Updates/Vacancies:
  - SC Policy Board members have assisted in hiring process.
  - 2 grad student openings
  - 1 setup position for events team
- Program Updates –
  - SC Welcome Back Numbers – Welcome Back to the Jungle Theme
    - If anyone needs a hat, please let Eve know.
    - 565 attendees
  - 10<sup>th</sup> Anniversary coming up (move from long term).
    - Esports Task Force – Dr. Kittle heavily supports this endeavor.
  - CoogArcade – Making some changes, making it better and more inviting.
  - Coog\$ave – Have made great strides – thanks Sairam for this work over the summer. Over 2,800 students signed.
    - Purpose – try to educate students on ways to save money just by being a Student.
    - Partnered with company who can assist with saving money through discounts or financial wellness.
- *Report from Associate Director, Student Centers – Bridget Portier*
  - 9,145 bookings annually
  - FY24 Event Bookings by Customer Type
    - Student Organization – 5,586 (61%)
    - Non-UH Sponsored – 475 (5%)
    - Campus Department – 3,084 (34%)
  - FY24 Revenue by Customer Type
    - Student Organization - \$107,816 (13%)
    - Non-UH Sponsored - \$220,911 (27%)
    - Campus Department - \$484,946 (60%)
  - Thanks CARS and MetroClean for all their hard work during events.
- *Report from Director, Center for Student Involvement*
  - WOW Events –
    - Katy – Carrolls update – 35 to 40 spaces still open – people still moving in.
    - Another round of approvals will be going out soon.
    - But close to being full.
    - Happy to report all fulltime staff positions have been filled.
    - A few grad student positions are still open.

#### IV. Old Business

- No old business to report
- From April 2024.

#### V. New Business

- Policies - Want to make adjustments in order to be consistent.
  - Outdoor events – just 3 student center outdoor spaces listed, friendly addition to have all listed.

- Previously, off-campus groups may have to provide certificate of insurance for liability issues – they now “must” provide COI.
- Combined pieces from different parts of policies – received questions and have gotten clarification about flags and banners.
  - Will present for next meeting.

**VI. Announcements –**

- Cultural Taste of Houston rescheduled to September 10, 2024 – 11am to 2pm
  - i. Food Trucks have confirmed.
  - ii. Share via social media and word of mouth.
  - iii. If any are interested in volunteering, please let CCA know.
- Shirts needed for September event for SGA.
  - i. Please donate any leftover t-shirts – needs as many as possible for event.

**X. Adjournment**

Next Meeting: September 27, 2024 (Senate Chamber)  
October 25, 2024 (Senate Chamber)  
November 22, 2024 (Senate Chamber)  
January 31, 2025 (Senate Chamber)  
February 21, 2025 (Senate Chamber)  
March 28, 2025 (Senate Chamber)  
April 25, 2025 (Senate Chamber)