

**Highlander Union Governing Board
Meeting Minutes
June 9, 2016
HUB 302 South
9am – 10am**

I. Call to Order

Meeting called to order at 9:04am by Michael Ervin, Vice Chair.

II. Vice Chancellor Sandoval

Moving forward with organization changes, major University goals to make better use of funding, to minimize the burden placed on students. Housing, Dining and Residential Services was previously within Student Affairs but has been moved to Business Administrative Services merging of all Physical Plant activities – Facilities, Maintenance and Operation. Still a work in progress but the idea was that it would have benefits on student residents reducing the overall cost to them. Key principles agreed upon were in terms of any changes to the budgetary support for facilities or change to the actual operation would be vetted through this Board so the HUB Board continues to maintain its role in reviewing all of the facilities components, and before any major changes are made they will be afforded the opportunity to vote on those changes. The second is in terms of the actual quality and level of service provided and that it would not be compromised. The standards of cleanliness, room changeovers, etc. would be maintained. We are finalizing a Service Level Agreement between the HUB and Business Administrative Services that outlines exactly the expectations of the HUB Board and how this facility is maintained. Staffing needed to maintain the building will change over time and become initially less expensive. The cost increase wouldn't be as great. That will be articulated in the Service Level Agreement as well, we wanted to inform the Board of that change. Mine and Ron Coley's expectation is that nobody will notice the difference.

Ron Coley: If you or your successors see any degradation and are not getting immediate and satisfactory response call me and I will take immediate and corrective action. SLA is in black and white, you all get to participate and hold us accountable. Brenda will be the lead person.

Kristina David: For HUB facilities and Housing facilities – since there will be a merge in that department will the staff be merged and rotated?

Ron Coley: I haven't dealt much with the HUB merger. I assured everyone, including the HUB, nobody is going to be without a job. Will they have the same job they have now? Perhaps not. We'll look at the building organization, we determine what are the positions that need to be filled, then we give the entire pool of people qualified to fill those positions an opportunity to fill those position. I understand those now managing the HUB will probably stay where they are. I am interested in people over time moving, to have opportunity to have different experiences but I won't insist on it. I want to find ways to promote from within. We will focus heavily on training and preparing for upward mobility.

Kristina David: On the Housing side it means a lot to have familiar faces around each community.

Ron Coley: I appreciate and am in favor of that but that compromises the opportunities for the individuals.

Todd Wingate: The HUB team would stay relatively intact, to make sure that nobody sees the transition.

Michael Ervin: As I understand it this is just a change in the reporting system and the organizations of responsibilities and won't affect the HUB Board responsibilities.

Ron Coley: No, it won't affect this Board.

Alex Ruiz: I am happy to hear that the quality of service won't be compromised. There is something to be learned, this is one of the best kept facilities on campus. We see new

building on campus deteriorate and are not maintained as well as the HUB has been over the last 10 years.

III. Roll Call

Members Present:	Absent:	Guests:
Richard Le	Preston Williams, Chair	Jim Sandoval
Fernando Echeverria	Esmeralda Mancia	Ron Coley
Richard Le	Mark Brown	Brenda Ice
Shafi Karim		Lena Oyler
Michael Ervin		Evelyn Ault
Nichole Ginnan		
Alex Ruiz		
Todd Wingate		

IV. Approval of Minutes

Motion to approve April 21, 2016 meeting minutes by Alex Ruiz, second by Nichole Ginnan.
Vote: 7 In Favor 0 Opposed 0 Abstain

V. Approval of Agenda

Request for change to Agenda:

Todd Wingate: Request to move Agenda item VI. Vice Chancellor Sandoval to Agenda item II.

Motion to approve June 9, 2016 Agenda with changes by Nichole Ginnan, second by Shafi Karim.

Vote: 7 In Favor 0 Opposed 0 Abstain

VI. Public Forum

N/A

VII. Chair's Report

Preston Williams (absent) via Michael Ervin, Vice Chair: How far out people can book and the new Chair election. Board members not graduating and are on the Board until September need to be available for Summer meetings.

Shafi Karim: Does ASUCR start appointing during summer for next year's 2 year appointments?

Todd Wingate: They don't start until Fall.

VIII. HUB Report - Todd Wingate

Todd Wingate: N/A

A. A/V upgrade budget request: Management currently done by HUB facilities team, now working with campus Media Resources. A line item is in the budget - \$418,000 as a one-time cost from HUB Reserves.

Motion to approve \$418,000 for HUB A/V upgrade by Shafi Karim, second by Fernando Echeverria.

Vote: 7 In Favor 0 Opposed 0 Abstain

IX. Food Service Report

Mark Claiborne: N/A

X. Subcommittee Reports

N/A

XI. Election of 2016-17 HUB Board Chair

Shafi Karim nominates Kristina David
Kristina David accepted nomination

Vote: 7 In Favor 0 Opposed 0 Abstain

XII. New Business

- A. Athletics is requesting early booking for the Athletics Hall of Fame event on Saturday, April 15th, 2017. The event is put on every other year and had been held at the Riverside Convention Center and the Mission Inn in 2015. This is the dinner reception where we honor and induct a new class into the Athletics Hall of Fame. In 2015 we inducted 6, one being an entire team from 1977. We do charge \$125 per ticket to this event. It includes full plated meal and bar service. In 2015 we had 275 people but are anticipating 300 to be safe and will hopefully will be as nice as the Chancellor's Dinner.
- B. LGBT Resource Center is requesting early booking for HUB 302 and 355 for the annual Drag Ball on Thursday and Friday April 6 & 7, 2017.
- C. The WELL is requesting early booking for HUB room 269 from 3pm-7pm for the weekly recurring Wellness Wednesdays in Fall, Winter and Spring 2016-2017 quarters throughout the 10 weeks of every fall, winter, and spring quarter. The WELL hosts a workshop/information session on a different health-related topic, open to all UCR students. Workshop topics in the past have included free massage for stress-relief, how to make healthy meals on a budget, safe party tips, bicycle safety, sexual health, community service projects, among many others. Various campus departments assist The WELL by providing peer groups and staff to put the workshops on, and occasionally we look to an outside vendor to provide a workshop (yoga and massage, for example). We usually supply Hub2Go trays and beverages for all participants, and have health and fitness giveaways for students at most workshops (i.e. free condoms, pedometers, stress balls). Wellness Wednesdays are a main/staple program offered through The WELL, and provide UCR students with opportunities to increase their health knowledge, practice healthy behaviors, as well as connect with other students and discover campus resources.

Dates Requested:

Fall 2016 (weeks 1-10) – 9/28/16, 10/5/16, 10/12/16, 10/19/16, 10/26/16, 11/2/16, 11/9/16, 11/16/16, 11/23/16, 11/30/16

Winter 2017 (weeks 1 through 10) – 1/11/17, 1/18/17, 1/25/16, 2/1/17, 2/8/17, 2/15/17, 2/22/17, 3/1/17, 3/8/17, 3/15/17

Spring 2017 (weeks 1 through 10) –4/5/17, 4/12/17, 4/19/17, 4/26/17, 5/3/17, 5/10/17, 5/17/17, 5/24/17, 5/31/17, 6/7/17

- D. The Office of the Chancellor is requesting early booking for the Chancellor's Town Hall meeting in HUB 302 North from 12pm – 1:30pm on October 5, 2016.
- E. The SRC is requesting early booking in HUB 302 North on November 2, 2016 from 11am – 1:30pm and HUB 355, 367, and 379 on November 2 – 3, 2016 from 1:00pm – 4:30pm for the Region VI NIRSA Conference. NIRSA is the National governing body for all campus recreation centers in the nation. We are really honored to have been selected to host the regional conference and expect attendees from Hawaii, Nevada, Arizona and California.

Motion to approve New Business item(s) A - E by Nichole Ginnan, second by Richard Le.
Vote: 7 In Favor 0 Opposed 0 Abstain

XIII. Old Business

(From May 12 and May 23 Board meetings – Had no Quorum, was not voted on)

- A. Undergraduate Admissions is requesting an exception to reserve the entire HUB for the attached list of events. (See handout) These are our most important recruitment and admitted student yield events.
- B. The Alumni Center would like to request special approval for the UCR Parents Association 2016-17 quarterly meetings. We are preparing our print materials for Highlander Summer Orientations and families of incoming students and will be distributing the information beginning in June. The date requests are for HUB 302 from 8:00 a.m. to 12:00 p.m.
- Saturday, November 19, 2016
(this date may already be reserved by Kristin Seiler)
 - Saturday, February 25, 2017
 - Saturday, May 20, 2017
- C. The Alumni Center, in conjunction with the Women's Resource Center, would like to request early booking for the second annual Women's Professional Conference at UCR on Saturday, March 11 and Saturday, February 25, 2017. Roughly 7am-5pm in HUB 302, HUB 355, 379, 367, 260, 269, 265, 268, and HUB 3rd floor lobby for check-in and alumni Association tabling. This is a conference that will be serving young alumni who may have just graduated or who have been out of undergrad for a number of years as well as current students, faculty and staff. Hopefully the outcomes will include many UCR Alumni networking and continuing to learn about issues facing women in the workplace. The hope is to have this continue as an annual signature alumni event.
- D. The Alumni Center is requesting advance booking and a request for a reduction in the fees associated with room rental for Grad Fair April 29 – 27, 2017 in HUB 302 and 355. Grad Fair is a graduating student milestone that offers students the ability to purchase commencement needs including: cap and gowns, rings, diploma frames

and Alumni Association membership. Students also pick up their commencement tickets and have the opportunity to take portrait photos. Attendance at Grad Fair will be free for all students and parents.

- E. The Office of Development is requesting early booking in the HUB 302 North on May 20, 2017 for the Donors & Scholars luncheon.
- F. Circle K International, a UCR student organization, is requesting early booking in HUB 302 for Sunday, January 15, 2017 from 4:30pm-10:00pm for the annual Kids Rock Benefit Concert to raise funds for a focused non-profit. Next year K-Rock is supporting the Pediatric Trauma Program to raise at least \$4,000 in profit to support the program.
- G. Highlander Orientation would like to request the following HUB rooms ~~and lawn areas~~ for Orientation Leader Training and for the 2017 Highlander Orientation 2-day sessions for Students and Families. The dates may still be subject to change as we need to get confirmation with the colleges.

Orientation Leader Spring Training- 355 (preferred) for each Thursday in Spring quarter from 4:30pm-8:30pm (April 6, 13, 20, 27, May 4, 11, 18, 25, June 1, 8). We'll have upwards of 70 staff.

Orientation Leader June Training- HUB 302 N and S. June 26 -30, July 1, 5pm-7pm.

Highlander Orientation session dates:

Hold all HUB rooms for all dates:

- 1. July 10-11, 13-14, 17-18, 20-21, 25-26, 28-29, July 31 – Aug 1, Aug 3-4, 7-8, 10-11, 14-15, 17-18, 21-22.
- 2. ~~Hold Pierce, Rivera and HUB lawns, and Bell Tower for July 10, 13, 17, 20, 25, 28, 31 and August 3, 7, 10, 14, 17, 21~~

Transfer Orientation

- 1. OL Transfer Orientation Training – HUB 355 (preferred) 8am-5pm.
- 2. Hold all HUB rooms for all dates: August 28 – September 1
- 3. ~~Hold HUB Plaza and HUB Lawns: August 28 – September 1~~

- H. Student Life is requesting early bookings for their 2016-2017 events:
(See handout for full details on each event)

Fall 2016

~~Tartan Soul Kick Off~~

~~September 27th, 2016 11:30 am to 1:30 pm at the Bell Tower and HUB Lawns~~

~~Fall Involvement Fair and Nooner~~

~~September 28th, 2016 11 am to 2 pm at the Bell Tower and HUB Lawns~~

Spring 2017

~~Spring Involvement Fair and Nooner~~

~~April 5th, 2017 11 am to 2 pm at the Bell Tower and HUB Lawns~~

~~Student Organization Showcase~~

~~April 26th, 2017 5pm to 8 pm at HUB Lower Plaza or Bell Tower~~

~~Student Organization Celebration and Awards~~

~~June 6th, 2017 6 pm to 8pm in HUB 302~~

Fall 2017

Student Organization Retreats and Peer Mentor Training

September 25th – 27th, 2017 8:30 am to 6 pm HUB 302 and all conference rooms

~~Tartan Soul Kick Off~~

~~October 3rd, 2017 11:30 am to 1:30 pm at the Bell Tower and HUB Lawns-
Fall Involvement Fair and Nooner~~

~~October 4th, 2017 11 am to 2 pm at the Bell Tower and HUB Lawn~~

I. Student Life would like to request early booking for the following events:

- ~~1- Name: Fall Good Neighbor Forum
Date: Monday, September 19, 2016
Time: 6:00pm-9:00pm
Room: HUB 302 or HUB 355~~
- 2- Name: Fall New Member Summit
Date: Tuesday, October 19, 2016
Time: 6:00pm-10:00pm
Room: HUB 302
- ~~3- Name: Winter New Member Summit
Date: Tuesday, January 31, 2017
Time: 6:00pm-10:00pm
Room: HUB 302 South or North~~
- 4- Name: FSIC Presidents' Summit
Date: Tuesday, April 18, 2017
Time: 6:00pm-10:00pm
Room: HUB 355
- ~~5- Name: Spring New Member Summit
Date: Tuesday, April 25, 2017
Time: 6:00pm-10:00pm
Room: HUB 302 South or North~~
- 6- Name: FSIC Pillars Week Speaker
Date: Tuesday, May 23, 2017
Time: 5:00pm-10:00pm
Room: HUB 302
- ~~7- Name: FSIC Pillars Week Service Event
Date: Wednesday, May 24, 2017
Time: 9:00am-4:00pm
Room: HUB 302~~
- 8- Name: FSIC Pillars Week Banquet
Date: Thursday, May 25, 2017
Time: 3:00pm-10:00pm
Room: HUB 302

Tabled from April 21, 2016 New Business, Not Voted on in May:

(See handout: Event Scheduling Summary for Winter/Spring approved events)

- A. Chicano Student Programs would like to request an exception to reserve the following spaces in advance:
1. 45th Annual Community College Day
Friday, February 24, 2017
HUB 302 8am-2pm; all of 2nd and 3rd floor HUB Rooms 8am-2pm
 2. 20th Annual Radio Aztlan Music Festival (outdoor concert & car show)
Saturday, April 15, 2017
6 HUB rooms for the artist's green rooms, 6am-10pm
 3. 28th Annual Chicano/Latino Youth Conference
Saturday, April 29, 2017

HUB 355, 269, 260, 265 from 8am-3:30pm

- B. The LGBT Resource Center has several events that would require us to secure a date and room location now in order to properly plan ahead. Below is a summary. I'd like to request the HUB board approve these advance reservations:
1. Queer Latinx Conference
Co-event with student organization La Familia de UCR and with CSP
FEB 3-4, 2017
Room requests:
Friday – HUB 302, 3pm-10pm + 3rd Level Lobby
Saturday – all HUB rooms, 8am-8pm + 3rd Level Lobby
Purpose: "To create a conference for queer brown people to share space and discuss issues of our community."
 2. 3rd Asterisk Trans* Conference
Co-event with student organization Asterisk of UCR
February 24-25, 2017
Friday – HUB 302, 3pm-10pm + 3rd Level Lobby
Saturday – all HUB rooms, 8am-8pm + 3rd Level Lobby
Purpose: "To build community for trans* people and allies, to address trans* health and well-being, and to provide education and resources for trans* youth advocates."
 3. Lambda Celebration 2017
June 6, 2017
HUB 355, 5pm-8:30pm
Purpose: "To recognize the accomplishments of UCR students, including presentation of the Lambda Awards, announcing the LGBTQIA Student Leadership Scholarship, presenting certificates to students graduating with a Queer Studies Minor, and honoring graduating students with rainbow tassels."
- C. The Student Alumni Association would like to request a waiver for an advanced booking for ~~March 4~~ February 11, 2017 and April 29, 2017 in order to host two of its annual Career Conferences in HUB 302 North and South, HUB 355, 367, and 379 from 7:30 a.m. to 3:30 p.m. This nationally-recognized conference provides an opportunity for students considering a career in Medicine to hear from alumni professionals already working in the field. Alumni participants will be assigned to panels depending on their field of expertise. The event also includes a networking luncheon and keynote speakers. This conference series has won two national awards from the Council for Advancement and Support of Education (CASE) for programming excellence.

Motion to approve Old Business item(s) A – I and Old Business item(s) A - C Tabled from April 21, 2016 by Alex Ruiz, second by Fernando Echeverria.

Vote: 7 In Favor 0 Opposed 0 Abstain

XIV. Announcements

Heat

Michael Ervin: Preston Williams sent an email to me regarding delaying this discussion until the first Fall meeting.

Todd Wingate: Jim Sandoval is waiting for a recommendation from this Board. It's been 3 months since he made that request.

Shafi Karim: If we wait that will go into [indecipherable] If we were to recommend they start planning during the summer.

Todd Wingate: Preston had suggested a Google doc to continue the conversation. Jim is looking for a recommendation as to what this Board thinks.

Alex Ruiz: Since the summer Board doesn't have a majority of the group to continue the discussion and in order to plan they need ample time and need a recommendation soon. Should the planning and the budget allocation continue or should it be revisited that something else be done. I thought that was what was being asked from the group and I thought Jim had asked that we have a recommendation before the summer. I would rely on you as students to represent your fellow classmates. The students rely on the Board to represent them.

Todd Wingate: If you are going to have this conversation it's probably better that you have it without us.

Shafi Karim: We don't mind if you provide your input.

Michael Ervin: Unless there is any dissention from the Board.

Todd Wingate: Because it isn't on the Agenda you can't vote on it and I think it comes through Preston as the Chair, feeding all of your recommendations through him. Something more official than a discussion.

Shafi Karim: We're not voting on money just on whether or not they should continue.

Todd Wingate: However you want to approach it. Maybe have your discussion come to a conclusion then send that to Preston.

Shafi Karim: From the Finance Committee there was enough money to continue Heat with \$500,000, correct?

Todd Wingate: Yes, it is currently in the budget.

Shafi Karim: Will we still be within budget if we continue Heat?

Nichole Ginnan: I thought by supplementing the other event and making it one large event that sounded fun, but then I talked to some Undergraduate students for a better perspective. I had a lot of feedback that 2 events gave more opportunities for more students to go because sometimes tickets were sold out. Or one weekend didn't work but could go to the other event. That was a common thing I heard.

Todd Wingate: Previously we would distribute tickets, they go quickly, then people couldn't get them so students would scalp student tickets. Twice now we have eliminated ticketing and students get in with their I.D. Every year we would issue 13,000 tickets and 20-25% of the student tickets that were held by students weren't used, that means all of the students that wanted to go but didn't get a ticket and wanted to go couldn't. And it is more cost effective this way.

Nichole Ginnan: I think it was also mentioned that we could have the same money allocation to ASPB and have Spring Splash be the new 'thing' that UCR can call it's own but I am more in favor of having 2 concerts.

Todd Wingate: The first HUB referendum sunsets at the end of next year, that is \$60/yr per student per year. That is a significant decrease in the budget and the more money there is in the reserve helps develop a funding source to pay for a new building, that is something this Board should consider as you move forward, the HUB is about long term space and providing space for meetings, etc. and if there is an opportunity to capture additional funding that could sit in that reserve and pay down the burden on students in the future. Also you could allocate that money again for ASPB because the next year the last phase of their referenda kicks in, it's an opportunity to augment that.

Shafi Karim: Even though Spring Splash was better with the added budget students would still want to have Heat. And if we were to need more money in the future to build a HUB II I would say go back to the students and ask for a referendum for more money. I think the vast majority of students are expecting Heat. As the ASUCR President I don't think I can answer to them that I was unsupportive.

Nichole Ginnan: When the HUB II is built there will be a student fee increase?

Todd Wingate: We would have to have a new referendum. If we need to spend \$40M on a building and we have \$12M in reserves, we could use that towards the building and the student impact could be less.

Nichole Ginnan: If we can prevent and SRC case again that would be great. I'm also a Graduate Student so we're affected differently so I would lean towards saving money.

Shafi Karim: Students vote on that.

Nichole Ginnan: Yes, but if you want a new building the money has to come from somewhere and eventually we'll have to increase the student fee.

Todd Wingate: There wouldn't be a vote for a new building without a fee attached but the fee could be less if you have a better reserve.

Michael Ervin: The idea of having 1 big event per quarter contribute a lot to Student Life and to our campus culture. It would be harder for people to accept a loss than it is to have growth. For students to recognize they will have 1 less event per year will have a negative impact on how students perceive their campus culture.

Shafi Karim: The savings wouldn't have that big of an impact on how much student's fees will be. I would recommend we continue for 2 more years at least until ASPB gets the budget increase from their referendum and then they could take over. I would say continue Heat for at least 2 more years.

Michael Ervin: Any further discussion?

Fernando Echeverria: When the HUB goes into a sunset clause how much money will we lose?

Todd Wingate: Approximately \$1.3M per year, this will be the last year. It will be fiscal year 2018 which starts in July of 2017.

Fernando Echeverria: I share your sentiment about Graduate Students and fees and this Board also has that responsibility of looking at the long term plan for the HUB, and an expansion is in the works. I think there is the responsibility of this Board to consider how much money we're putting into Heat, but at the same time maybe there is a compromise we can come to for the next year and continue to hold Heat to maintain the campus culture but work something out with ASPB where they partially fund Heat and we can deplete our own contribution and augment their version of Heat so they don't have the huge debt. Maybe there is a compromise for us to pitch in.

Nichole Ginnan: You are suggesting 1 event?

Fernando Echeverria: I'm suggesting we continue to fund Heat until the sunset clause goes into effect. Then we make a commitment to do a joint Heat with ASPB for the years that follow.

Shafi Karim: I believe every 4 or 5 years that ASPB referendum increases \$10 until they reach \$40.

Todd Wingate: Which is in 2018. But remember ASPB's referenda has a return to 8 of 25%, that reduced it significantly.

Michael Ervin: It seems that since that clause comes in a year later and we're making a recommendation for the upcoming Heat that Fernando and Shafi have the right idea; we could make a decision for this next Heat then next year's Board they would make the decision on how to approach ASPB about funding and resources. Is that appropriate to everyone? Then if there is no more discussion and anybody wants to make the unofficial recommendation:

Shafi Karim: I move to recommend Heat for the 2016-17 year.*

*No vote taken. This is an unofficial recommendation to VC Sandoval as stated by Vice Chair Michael Ervin.

Michael Ervin: Are there any other motions?

XV. Adjournment

Motion to adjourn at 10:15am by Shafi Karim, second by Nichole Ginnan.