

## Highlander Union Governing Board Meeting

Monday, May 13, 2019

4:30pm-6:00pm

HUB 367

- I. Call to Order
- II. Approval of Minutes
- III. Approval of Agenda
- IV. Chair's Report: Kaitlyn Lara, HUB Chair
- V. HUB Report: Brendan O'Brien, Director
  - a. Student Success Center Additional Funding Request and Update (20 Min.)
  - b. HUB Board Communication (5-10 Min.)
- VI. Food Service Report
- VII. Public Forum
- VIII. Subcommittee Reports
- IX. New Business
  - a. FY 18-19 Facilities SLA Budget Updates (10 Min.)
  - b. FY 19-20 Facilities SLA Preview: June Vote (5 Min.)
- X. Old Business
  - a. Fee Waiver & Early Reservation Policy Review (10 Min.)
  - b. Late Fee Policy (10-15 Min.)
  - c. Meeting Room Chairs (10 Min.)
    - i. Max-Stacker III
      1. Cost: \$30,537
      2. Quantity:300
      3. Color: Black with Chrome
    - ii. Sonic

1. Cost: \$50,017.39
2. Quantity: 300
3. Color: Night with Chrome

XI. Announcements

- a. Student Success Center Technical Evaluation: 7/11, 7/12 and 7/15

XII. Adjourn

Unpaid Event Fee Procedures and Policy (DRAFT)

Event organizers have 30 days from receipt of their final invoice to pay event fees. After 30 days, the Cashier's office will begin to assess late fees of \$25 a month up to \$300 in total late fees. If an organization goes past 90 days, event reservation privileges will be suspended until payment is made in full.

Student organizations that have late fees of \$300 (in addition to their original fee) may not re-register with the office of Student Life during Spring quarter unless they pay their balance in full and are able to complete re-registration before the deadline. If a student organization goes inactive and they owe fees, the organization will continue to owe those fees if they ever re-register.

Individuals that are part of an active or inactive student organization that owe event/late fees may not register an organization of the same purpose or intent or a membership that overlaps by more than 30% of its members.

**Additional Notes**

- Fees are not eligible for financial forgiveness
- Late fees are not eligible to be waived
- No partial payments or payment plans accepted