

**University Memorial Center Board Minutes**  
**Tuesday, February 13<sup>th</sup>, 2018**  
**UMC 245-5:30pm**

*Attending Members: Jimmie Baker (UMC Interim Dir.), Hannah Velte (v), Samantha Elkan (v), Katelynn Fegan (v), Ryley Day (v), Veronika Hanna (v), Justin Felton (v), Ananya Tyagi (ex-o), Brennen Gallagher (ex-o), Alexis Ahlert (E-Center Rep), Brendan Yaw (Freshman Council), Carter Gruba (Tri-Exec), Emma Rae Langdon (NightRide Rep), Shane Gerbig (SVA Rep)*

**I. Call to Order – 5:33pm**

**II. Approvals**

- a. Tuesday, January 30<sup>th</sup> Minutes
  - i. Approved
- b. Tuesday, February 13<sup>th</sup> Agenda
  - i. Approved

**III. Open Hearing**

**IV. Chair's Report**

- a. Icebreaker
- b. Goals
  - Goal 1: The UMC Board will identify at least two ways they can work with UMC staff to support quality facilities and services of the UMC.
    - Objective 1: Cleanliness in the UMC dining area
      - Step A: Reach out to UMC Marketing to understand current self-bussing cleaning initiatives and develop a new marketing campaign – Brennan, Shane
      - Step B: Communicate with staff in the dining area about our goal and initiatives – Carter, Shanay
        - Updates: Discussed new marketing plans on tables, potentially placing stickers on the ground to alert students, reach out to Housing and Dining to potentially get messaging on trays. Reaching out to CMCI as well for advertising possibilities.
    - Objective 2: Farmers market exploration
      - Step A: Reach out to the Boulder Farmers Market to ask logistic questions and hear their perspective - Sami
      - Step B: Meet with CU Housing and Dining Services and UMC Administrative Staff to explore partnerships and feasibility – Ryley, Sami
      - Step C: Reach out to legal and risk management at CU, depending on Step B – TBD
        - Updates: Heard back from a Farmer's Market representative. Sent an email to a Housing and Dining representative to determine feasibility of Farmer's

Market event. Will reach out to legal/risk management once we hear back.

- Goal 2: The UMC Board will identify at least two ways to further create belonging and inclusive spaces within the UMC and will work with UMC staff to determine the feasibility and implementation of these ideas.
  - Objective 1: Offer more vegan and vegetarian options
    - Step A: Invite Paul Houle from CU Housing and Dining Services to a UMC Board meeting to learn about current dining initiatives and provide feedback – Hannah
  - Objective 2: Showcase individual, student organization, and building tenant accomplishments and awards
    - Step A: Meet with UMC Administrative and Marketing Staff about the possibility of installing a display case – Katelynn, Luis
    - Step B: Determine a timeline and plan based on Step A - TBD
    - Step C: Reach out to CSI and student organizations for awards and materials to include – TBD
      - Updates: Reaching out to different student organizations to see what they'd like to showcase.
  - Objective 3: Cultural appreciation event
    - Step A: Finalize the goals and vision of this event – Veronika, Anna, Katelynn, Luis
    - Step B: Reach out to CSI/DSCC Staff and UMC Staff for resources and information on current cultural events – Veronika, Anna
    - Step C: Coordinate with cultural student organizations and campus partners to plan event – TBD
      - Updates: Reaching out on BuffConnect, maybe have a 1-day event where participants bring foods important to their culture.
- Goal 3: The UMC Board will identify at least two ways to build CU Boulder community (students, staff, faculty, and/or visitor) awareness of resources, services, and programs within the UMC. The Board will work with UMC staff to determine the feasibility and implementation of these ideas.
  - Objective 1: Increase way finding methods in the UMC to ensure easier navigation by building patrons
    - Step A: Invite UMC Marketing to a UMC Board meeting to understand current way finding in the building – Justin, Dan, Jason
    - Step B: Brainstorm areas of improvement and possible solutions – Justin, Dan, Jason
    - Step C: Work with UMC Marketing to implement more way finding solutions – TBD

- Updates: Have marketing come to explain way-finding current procedures, coordinating with marketing regarding event Emily Miller already discussed.
  - Objective 2: Plan an event to showcase UMC cost centers and tenants to share resources and events
    - Step A: Reach out to UMC cost centers and tenants to determine initial interest - TBD
    - Step B: Reach out to UMC Administrative Staff to determine feasibility and planning – TBD
- c. Voting Member Position
  - i. Unfortunately Brennan cannot be a voting member because he is employed through CUSG and it is a conflict of interest for that position; new voting member position is open due to this. Anyone not presently a representative for another organization is eligible. Anna Tyagi was nominated and Ryan Simpson would like to apply for the position. Both nominees were able to voice why they are interested in becoming a voting member and a vote was held for the position. Ryan was selected by a role call vote.

## **V. Director's Report**

- a. South Terrace Update
  - i. Jimmie: Received estimates from architects, project coming in under \$2mil. Should have solidified number by the end of the week. Will likely occur in Summer 2019. Excited about new estimate as it's lower than anticipated!
- b. Budget Update
  - i. Jimmie: Base budget with unduckables last meeting. Will be going back in tonight.
- c. Connection Program Plan
  - i. Jimmie: Kickoff meeting on Friday! Same architects as South Terrace project and previous projects within the UMC. Estimate currently around \$1.3mil, but will determine final estimate later. Hoping space will be able to accommodate program changes. Club 156 is looking to be redesigned, as well. Looking into lighting and sound upgrades, a true beer cooler (as opposed to current ½ cooler that results in a loss of product). Program plan coming in before Spring Break, brought to UMC Board around April 10<sup>th</sup>.
- d. Dean of Student Search Update
  - i. Jimmie: Heard last Friday that initial search didn't yield successful candidate. Position will be reviewed and reposted in coming weeks. Looking for a great cultural fit for CU's campus in the chosen applicant to ensure success for this position. Waiting to hear back on a timeline, but guessing it'll be 3-5 months.

## **VI. CU NightRide**

- a. Emma Rae: TapRide released an update yesterday (February 12<sup>th</sup>, 2018) that changed the way rides queue into the system! Riders can now see what their position is in the queue; once this number is 0, a driver is en route to the rider. Please ensure that your version of TapRide is updated so that this change can be utilized!

**VII. Student Veterans' Association**

- a. Shane: SVA had meeting last week at The Attic, went well.

**VIII. Center for Student Involvement**

- a. Katelynn: Approved 2<sup>nd</sup> budget reading. Recent events were International Coffee Hour and WinterFest. Both were successful events! Just got a new voting member, but voting member and ex-officio positions are currently open as well.
- b. Hannah: We're currently still waiting on a liaison from their board to update us and we appreciate Katelynn updating both boards!

**IX. Environmental Center**

- a. Hannah: Sustainable CU Grant due Feb 23<sup>rd</sup>, promoting marketing for this grant. Meeting Finance Board for next year's budget.
- b. Carter G: Planning an Earth Day event as well!

**X. CUSG**

**I. Executive**

- a. Carter G: Met with campus stakeholders involving St. Patrick's Day, Finals, and Spring Break regarding safety initiatives. Initial meeting to discuss what programs already existing. Advertising amnesty policy for St. Patrick's Day to help educate and promote safety. Met with grad student officers regarding Prosper Act and lobbying efforts against this act. Informational meetings on elections are coming up!

**II. Legislative**

- a. Carter G: Going to start seeing budgets come in soon. A couple resolutions being proposed at this week's meeting, but mostly preparing for incoming budgets.

**III. Freshman Council**

- a. Brendan: Discussing Dance-A-Thon logistics. Glenn Miller Ballroom between last round of midterms and finals week. Currently looking into Friday, April 27<sup>th</sup> from 4-9pm, but will have a more thorough plan next meeting.

**XI. Feedback**

**XII. Old Business**

- a. Hannah: Please continue to spread the word on our open ex-officio positions! Can provide marketing materials, please notify Hannah if interested in these!
- b. Sami: CU GOLD Newsletter included that the UMC Board is looking for an ex-officio member, hopefully that helps!

**XIII. New Business**

- a. Scheduling 1<sup>st</sup> Policy Committee Meeting
  - i. Hannah: Please check your email and try to respond to the Doodle for scheduling! More information will be sent soon.
- b. Space Allocations Process – Room checks will start 2/19/18
  - i. Hannah: Jimmie sent an email to all of the student organizations to let them know of these! Committee will begin to meet in March.
  - ii. Shane: What are room checks?
  - iii. Hannah: Jimmie and Sue Dangel work with the UMC's security team to make rounds of the building and check whether or not student

organizations are inside of their offices. These numbers are compiled to determine what percentage of time any given organization is utilizing their office space. Sami and Sue will be coordinating the meetings for this, so watch out for emails from Sami!

**XIV. Adjournment – 6:25pm**