

University Memorial Center Board Minutes

Tuesday, April 12th, 2016

UMC 245-5:30pm

Attendees: Jack D. (ex-o), Austin R. (leg council - v), Zach W (CU NightRide ex-o), Andrea Z (Interim Director ex-o), Emily B (chair), Joseph S (CUSG Tri ex-o), Ayushma T (ex-o), Robin M (staff v), Aaron C (secretary v), Robert R (freshman council ex-o), Shambavi S (v), Diana P (vice chair v), Debbie C (staff v), Luke B (SVA ex-o) Jimmie Baker (UMC guest), representatives from Asian Unity and CSSA.

I. Call to Order 5:35PM

II. Approvals

- I. Tuesday, April 5, 2016 Minutes (approved by acclamation)
- II. Tuesday, April 12, 2016 Agenda (approved by acclamation)

III. Open Hearing

IV. Chair's Report

a. Space Allocation Appeals

- i. Diana: So we made the decision of who would get space and first up is Asian Unity. Please introduce yourself and explain.
- ii. Asian Unity: we are co event coordinators and we want to unite Asian students on campus and allow others to join and learn about Asian cultures. We want to discuss because there was a miscommunication in the emails in using our space and we want to talk about how we want to use this safe space for AAPI of the CU Boulder community. We have over 100 people at our first meetings. I've personally made a lot of friends through this community and work this way through our office.
- iii. Diana: Why do you think your space utilization was on the lower end and how would you improve it?
- iv. Asian Unity: I didn't know it was low actually. We are planning passport to Asia on Farrand Field tomorrow. We use it as a storage space for our huge flyers and we need this space to keep stuff. We also want to have full access at any time since we have a relatively large board. We also have office meetings bi monthly and when everything else is filled up we use this space. It is also like how TAs use this office and when students want to drop in they can and have their voice heard by the board. Real one on one communication which some clubs might not have.
- v. Diana: Any other questions?
- vi. Aaron: Do you think you would use locker space?
- vii. Asian Unity: Yeah but at the same time, if we had lockers instead of office it would be difficult to hold meetings. Lockers would only be storage and we need to meet with them.
- viii. Diana: any more questions?
- ix. Debbie: At the start of the year did you know or were you informed that there were office hours you had to keep and you had to use so many hours?
- x. Asian Unity: I believe so the officers at the time knew that. Luna specifically tried to do that. We have students coming in

and out. We wanted to create a safe space in this community for them to feel valued.

- xi. Diana: Thank you for coming and we will be discussing this and getting back to you.
- xii. Terrance: I am the president of the Chinese Student Scholar Association and our organization helps Chinese students in studies and everyday life. We also help with planning big events like the spring festival which hosts up to 1,000 people. We lost our office because I didn't turn in the application on time and we didn't have enough members to attend to the office for the 12 hrs per week. Thank you for giving me another chance to fight for our office again. This is very important for us since we have a lot of small meetings in this office and also students stay in the office in the hope that when Asian or Chinese students can come by and contact us. So please consider letting us have this office. At the last meeting I talked about how we keep drinks and snacks in the office so people can enjoy their time here and another thing I was thinking is taking attendance for people to stay in office. If someone misses their time 3 times we would talk or maybe kick them out to make sure enough members are in the space.
- xiii. Diana: Questions?
- xiv. Jack: How would your group be negatively affected if this is taken away? Could you make up for this with other parts of the UMC?
- xv. Terrance: instead of reserving another room we can use our small space for what we need. For events like the Q and A we had our MC practice in the room and do the preparation in the room. It would be really hard if we had to reserve a class room every time we needed something. We also store a lot of equipment we use for big events and if we lost our office space it would be hard to move it all around.
- xvi. Aaron: Would you use lockers?
- xvii. Terrance: we asked about how big the locker was and really it would be too small for the things we have.
- xviii. Diana: so now we go into discussion for this.
- xix. Debbie: what were their numbers?
- xx. Diana: Asian Unity is 15% and CSSA had 22%.
- xxi. Jack: Asian Unity missed the meeting right?
- xxii. Diana: yeah, let's discuss AU first. Should they be able to keep their office or stick to our decision.
- xxiii. Emily: why was CU EMS retain?
- xxiv. Diana: yeah we talked to them and decided they should be retained.
- xxv. Debbie: was AU on probation?
- xxvi. Diana: no, since we downsized we switched how we checked for a year.
- xxvii. Andrea: Why did these spaces get revoked?
- xxviii. Daine: For AU they didn't show up because in the letter when interviews were held but we sent out a correction and everyone else came. For CSSA they didn't seem prepared since

- only their president showed up and their group is going through a hard time. The actual president for the year graduated in January and that left a void. There was a lack of transfer of information. When we asked about improvements for the space utilization we didn't believe it was convincing.
- xxix. Austin: he wasn't clear about what they were going to do to fix it. And he didn't have much to say about it.
- xxx. Diana: what he brought up now was more food and attendance and how he would do that he didn't give specifics.
- xxx. Jimmie: They also submitted a late application.
- xxxii. Diana: We wouldn't have to displace any groups since we had 3 groups we would give the space to in replace of their space. We haven't informed them yet.
- xxxiii. Jimmie: I hold off letting the new groups know until after the appeals since if you want to give it back, it wouldn't be a problem.
- xxxiv. Diana: so new groups don't know they are being considered.
- xxxv. Luke: was AU on probation?
- xxxvi. Diana: They weren't on bad terms but in the letter they got they knew they would be considered for revocation of their space. Discussion?
- xxxvii. Jack: To me it seems they could work really well with CSI and very much in the use of small meeting space and storage. Maybe this would require considering the new spaces but I'm not convinced they can't use the new services.
- xxxviii. Diana: this is kinda hard since they weren't on bad terms initially since it might seem harsh.
- xxxix. Emily: the stakes are higher though with less spaces.
- xl. Joseph: As of now, if we accept the recommendation as is, how many will be open?
- xli. Jimmie: none open, the ones being made vacant will be filled by other groups.
- xlii. Joseph: So if the board did choose to let both or one stay again, then 2 other groups would be booted?
- xliii. Jimmie: The groups that were going to be offered would just not get them.
- xliv. Shambhavi: with CSSA the information exchange seemed like a problem and maybe this time we can give them a pass but AU didn't seem ready and I'm not convinced.
- xl. Zach: can you apply for multiple lockers?
- xlvi. Aaron: No I didn't think so.
- xlvii. Debbie: Do we have probation still?
- xlviii. Emily: yes
- xlix. Luke: AU talked about using the space as a safe area and with the largest freshman group this could be very important. It could be fair if we really keep them to a standard.
- l. Jack: I think we should look into probation. I think we should do some more with it and emphasize and implement more leadership training. I think we revoked and bring it back for probation.

- li. Diana: We talked about this last time and utilize that resource and I don't remember what Mini said using this and creating contacts for this group but have CSI ask for help.
 - lii. Debbie: the thing I see year to year is no transition point and someone leaves and people get stuck in this position. We need to beef up our probation and they need to go work with CSI or work with UMC folks to know rules and there is some transition plan that they get students to think about. It is sad when they lose their ability to do stuff because they lose their office.
 - liii. Jack: Mini was uncomfortable with making someone do it but we need to maybe make someone do this. I think we could collaborate on a solution.
 - liv. Aaron: I think that if we placed people on probation we should follow up.
 - lv. Emily: Do you think we should place these on probation and have only one moving in.
 - lvi. Jimmie: ASA is moving in with CSA and we have one space open. We also sent out on our email encouraging but not demanding groups work with CSI.
 - lvii. Emily: What would be the new groups?
 - lviii. Diana: Journal 2020 was the one. They had some specialized equipment they would be working with a lot.
 - lix. Austin: yeah they really can't use it elsewhere and that is why they are most fit for the space.
 - lx. Jack: more than non-traditional and project Nur?
 - lxi. Austin: yeah
 - lxii. Jimmie: if you just take the two off that were going to replace and 2020 would move into 440. You would just reassign if you don't want 2020.
 - lxiii. Emily: is that the direction we want to go into? Granted for 2020, and move AU and CSSA onto probation.
 - lxiv. Joseph: I so move for that
 - lxv. Jack: before we put them on probation can we discuss the route for that.
 - lxvi. Emily: I have a plan for this that we can incorporate in.
 - lxvii. Austin: Acclamation.
 - lxviii. Joseph: move to move additional space allocation questions after the minutes in the agenda.
- b. Minutes Approval
- i. Emily: We forgot to put attendance so we can approve all of these changes for our minutes?
 - ii. Jack: so moved
 - iii. Passed by acclamation
- c. Additional discussion on spacing
- i. Emily: look this over and tell me what you think. (office and locker allocation concept)
 - ii. Joseph: I like this new plan
 - iii. Jimmie: Yeah this would help because most that have problems have temporary leadership changes and I've seen general improvement over time. Even this year we had higher numbers

even with less people in the offices. Some groups that have issues that are niche enough fade out over time when their problem is solved and we see that while we see other groups with simply temporary problems (around to less than 10%) that have problems.

- iv. Emily: everyone comfortable with making this yearly?
- v. Jack: can I suggest since we are doing fall and spring checks, can we take the groups that underperform in the fall and meet with them in January and then talk to them and make sure they have a good process for the next semester. If we meet with the groups that need it to twice, that can help. Like a little check up. Mid year probation that has more contact with us.
- vi. Andrea: Is there an option to when writing the policy, you can collaborate with CSI.
- vii. Jack: I would appreciate that and I like how CSI was involved on this with UMC+CSI on how best to support student groups.
- viii. Emily: Yeah I wanted to meet with CSI and the new chair and see what everyone felt here.
- ix. Diana: I like Jack's idea since it is preemptive since they know ahead of time.
- x. Jack: Like a mid academic year check up.

d. Scholarship Discussion

- i. Emily: We took this from the last discussion to expand what this would be on. The cost centers are added but CDS is not included.
- ii. Jack: All of these cost centers are under our umbrella?
- iii. Emily: yeah
- iv. Jack: yeah this seems to be what this is what we are going for.
- v. Emily: there is a one semester requirement but we can't check most for Kronos but we have supervisor signature for this.
- vi. Jack: There is always what qualifies as a semester?
- vii. Andrea: 16 weeks from when we open the application.
- viii. Jack: this would start next spring?
- ix. Debbie: move to approve
- x. Approved by acclamation

V. Director's Report

a. Starbucks

- i. Andrea: Last week Amy talked about providing compostables at Starbucks and this goes into affect next week.
- ii. Aaron: will there be a price increase?
- iii. Andrea: a slight increase
- iv. Emily: like around 10 cents.
- v. Andrea: that is where we are at and if you are not aware, there is a bit of media attention over the non compete agreement. We are standing by our decision and it is important for as it was a decision from the UMC Board. I wanted to make sure you are aware. If you get any questions and you aren't sure, please pass them onto us. Do you have any questions about this.
- vi. Jack: Wasn't Celestial Seasoning in favor of this? Did the employees have this message out?

- vii. Andrea: It does. Celestial identified that they were primary tea and we reached the agreement through this. What messages they are telling their employees I am not aware of.
- b. Construction Update
 - i. Andrea: only one floor to do! 2nd floor south! As most of you know the building was mostly build in 1953 and we are removing asbestos and we are making sure we do it now so we don't have to run into it in the future. We might be delayed a few days. We are working with VRC, E Center, and Off Campus to adapt their offices, add in more doors and change work flow. Off Campus and E Center has adjacent space and opening up for them to use this.
- c. 2nd Floor Lounge Graphics
 - i. Andrea: sounds like everyone likes the second one and to put the light bulbs on the edge of the letters and mark the first letters of each word in different colors.
 - ii. Diana: Would the different colors be wonky for a same colored word?
 - iii. Andrea: maybe a black cord and with different colors but we will ask our graphic designer to look at this.

VI. CU NightRide

- a. Zach: we are open till 2AM Sunday through Wednesday that week of finals. Also I will be bringing in the new director we have chosen for next time. The dispatch system had issues with the first vendor and we are in contract negotiations with them.

VII. Student Veterans' Association

- a. Luke: we had our first meeting with the new president and we are keeping everyone in leadership in the same position. Last meeting is Thursday before summer. When is the SVA office renovations going to be complete.
- b. Andrea: I can look into that.

VIII. Center for Student Involvement

- a. Aaron: elections tomorrow and talked about locker allocation

IX. Environmental Center

X. CUSG

I. Executive

- i. Joseph: we had elections which were super cool. The appeals process will continue tomorrow and there might be appeals to the appellate court. Everyone knows that things aren't done quite yet and we wanted to start transitioning but we can only do this once we know who will be the next people. The last big thing is the last state of the student body is on the 28th at 7 in the Aspen rooms. We will be sending out emails to everyone soon and this state of the student body we want it to be more collaborative and incorporate more stuff into our speech.

II. Legislative

- i. Austin: We have two more weeks. The legislative session will turn over on the 28th of April and that is what we predict right now. Leg right now saw 2 bills. The first to switch over to Microsoft outlook to all CUSG positions.
- ii. Aaron: Does this mean that CUSG is getting exchange accounts.

- iii. Austin: more than likely. We also passed student fees updating and that is really exciting. This governs how fees are spent and it needs to be up to do. It still lists Wardenberg as a cost center which it hasn't been for a while. We will see second reading soon.

III. Freshman Council

- i. Robert: we have been working on various things for wellness week and we just wanted to help students distress before finals specifically support psychologically.

XI. Feedback

XII. Old Business

- a. Jack: GNB is complete and Carlos would be so proud!

XIII. New Business

- a. Emily: elections are the 26th, and I'm cancelling the next meeting. This is going to be our banquet. Any dietary needs?
- b. Andrea: As you may know, this is nation student appreciation week and we also like our volunteer boards. We really value you all. Here you go.
- c. Emily: If you are a junior, I should have sent you a senior class council which helps finds the commencement speaker. Lastly, we have the art commission which will become part of the UMC board as a committee and we will be judging at the UMC admin office this Thursday 5-6.
- d. Diana: I won't be here next year so if anyone is interested on the Campus Dining Advisory Board (CDAB) please ask me about it.

XIV. Adjournment 6:37

Robert's Rules

1. Motion (to approve...)
2. 2nd
3. Call to Question
4. Acclimation (all in favor)
5. Any Objections?