

Highlander Union Governing Board Meeting

Meeting Minutes #4

Thursday, April 13th, 2023

12:30 PM-1:30 PM, HUB 355

- I. Call to Order**
 - A. Call to order at 12:35 PM
 - B. Roll Call
 1. Quorum not met
- II. Approval of Previous Meeting Minutes**
 - A. N/A
- III. Approval of Agenda**
 - A. N/A
- IV. Chair's Report (Aram Ayra)**
 - A. HUB Tabling Updates
 1. 19th, 26th, and the 3rd (all Fall Nooner Days)
 - a) Please sign up for one of those days. Standard tabling, 11 am-1 pm with one-hour sessions to give way for school and work.
 - b) Develop talking points for students to start recruiting new faces for the upcoming year.
 - c) Will be sending out a Google Form for shirt sizes.
 - B. Finance Committee Meeting
 1. Will need this to convene this quarter to get the HUB Budget approved. Will be sending out a request for anyone who is interested in joining. One graduate, one undergraduate, and the HUB Director to be a representative.
 2. Brendan: Waiting on facilities information and long-term financial plans. Will be submitting for feedback. If you have any ideas for projects, please let me know for the presentation and consideration.
- V. Food Service Report**
 - A. Marcus Van Fleet: Food Services Director
 1. Will be getting updated numbers on how extended hours are going
 2. Halal Shack has been doing very well and has been in the works for bringing catering services to the students.
 3. Setting up Highlander Orientation Summer Hours
 4. Working through building permits. Aiming to have that done before/by June 13th
 - a) Subway due for a refresh: lighting, signage
 - b) Scotty's: flooring
 5. Questions:

- a) Aram: with regards to the later hours, do you have any flyers or info pamphlets?
 - (1) Yes! We have those all ready to go.
- b) Aram: Are there any plans for the Scotty's at Glen Mor to reopen?
 - (1) We have been focusing on other Scotty's locations as they were opening (i.e., Scotty's at Glasgow)
 - (2) As of late, we have been discussing our options to reopen it as the campus grows larger. We are aiming to have it reopen as the Scotty's/Grill with a focus on kosher (foods). The executive chef is in the process of communicating with local community leaders to increase the kosher presence here in Riverside.

VI. HUB Report: Brendan O'Brien, HUB Director

A. Scooter Rack Installation

1. Background Context: We wanted to install these new scooter racks because of the disturbance it has caused (burnout marks left on the carpet, students not being able to utilize furniture because they are being left to lean against on, and blocking entry/exit ways).
2. Currently working with Board Lock Co. This is a company that the university has already approved by dinging. A quote will be available for your next meeting to understand the pricing.
3. Singular standing scooter racks and then bike and scooter rack combos
4. Latitude 55 area: (bike and scooter rack combo). Based on dimensions, this is what we typically can fit in that space. If you feel that the scooter rack is better than the combo, we can look into that, but generally, this is the maximum amount of space we can allocate for this many racks.
5. 3rd Floor South Entrance: I know there is a little alcove area, and it seems strange, but the pre-function space between 302 North and South is where we first saw carpet burnout. There are always scooters parked in the corner or leaning against the communal sofa where students hang out most. We really wanted to utilize this area and give them more incentive to do that.
 - a) If you notice this is a double-sided rack that we need to install into the ground
6. 2nd Floor Bridge: Facing each other because they mount to the floor. We flip them because we don't want the scooters facing the walkway and have the walkway clear to prevent injuries
7. 2nd Floor Restrooms: 2 scooter racks, 1 bike rack combo.

8. 1st Floor Lobby: A lot of space we can work with. We did plan for the double scooter one bike rack combo, but because we have the space and people tend to take the elevator up with their scooters, we wanted to utilize that space and install as many racks as possible.
9. Next steps: getting racks installed, getting approvals, and making sure that all fire marshall permits are good to go. Also, being able to educate students through signage throughout the building and letting them know that we are being more strict with them bringing their devices into the building.
10. Providing free padlocks (rings on the scooter racks) that connect the scooter to the padlock to prevent theft. There were other options for padlocks, but these were the most secure.
 - a) Making it as easy as possible to access
 - b) Holding workshops for staff-student training so they can be educated about the new system.
 - c) Increase the number of racks as needed as we collect data and research how well the new racks are doing.
11. Questions:
 - a) Aram: Get marketing and flyer material. Also, are we tying in any security registration for the scooters the same way we have the bike registration? Am I right about that?
 - (1) We initially started this conversation with TAPS, and right now, they don't have the current capacity to have this campus-wide initiative. However, with the scooters in general, asking them if there is a registration process for students they can provide for us to manage (since they won't be able to do it for us) will be something I will be bringing up. I don't foresee it being an issue just because it's just a small registration sticker you can stick onto your scooter.
 - (2) Brendan: In terms of liability, it is up to the HUB to be responsible since we are proving the service, but there is that grey area of where students are held responsible that we need to figure out.
 - (a) In terms of marketing, I planned it out so that we would release the indoor scooter ban after we install the racks so that they have the option readily available to them. Also, being able to install all of

the new carpets before the new school year begins is key.

B. HUB Furniture Updates

1. Color Swatches

- a) Connects to school colors and is more vibrant. Whatever we select today, the furniture company will receive it and lay it out on the actual furniture.
- b) I want to send out to them what direction we want. (note: we are allowed to change our minds if we don't like how it looks)

VII. Public Forum

A. Subcommittee Report

1. N/A

VIII. Old Business

A. N/A

IX. New Business

A. Advanced Reservation Requests

1. N/A

X. Adjournment

- A. Meeting adjourned at 1:13 pm