

# Highlander Union Governing Board Meeting Minutes

Friday, October 26, 2018

4PM-5PM

HUB 265

I. Call to order

II. Roll Call

A. Members Present:

1. Kaitlyn Lara, Chair
2. Semi Cole, ASUCR President
3. Adam Gutierrez, Secretary
4. Diana Trannam
5. Alondra Duenas
6. Sawanee Zadey
7. Leandra Doan
8. Stephanie King
9. Siddharth Agarwal
10. Tommaso Menara
11. Shawn Ragan

B. Members Absent:

1. Alex Ruiz
2. Dr. Kerry Mauck

III. Approval of Minutes (To be reviewed at November meeting)

IV. Approval of Agenda

A. Motion to approve the agenda by Siddharth, second by Tommaso

1. In Favor 9 Oppose 0 Abstain 1

V. Chair's Report: Kaitlyn Lara, HUB Chair

A. Kaitlyn is in the process of creating a fee-waiver subcommittee that would help meetings run more efficiently. The goal in mind when assembling a new committee

would be to formalize a process in which people could do more than just reserve space in the Highlander Union Building. They could create more application services that would make it more clear as to what the the space is being used for and if subsidization is necessary. The committee would meet once a month, thus shortening the time spent at formal meeting discussing fee-waivers. Steph showed interest in the proposed committee.

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

A. HUB/Costo Hall Office Relocation Proposal. The purpose of this relocation would be to provide adequate space for the Campus Advocacy, Resources and Education (CARE) program, Student Conduct and Academic Integrity Programs (SCAIP) and the Middle Eastern Student Center (MESC). The proposed plan would not take up any additional space in the HUB, but would reallocate the organizations in an effort to increase productivity. Thus far, there is no proposed budget for the reallocation and figures have not been discussed although reconstruction of the building would be necessary to effectively implement change. Semi added that if we could move the current programs into the Student Success Building then we would be able to recommit the space in the HUB for its original intention of serving students. Brendan then added that the Student Success Center is not the solution for space and that there is no current alternative or long-term solution if the HUB Governing Board decided to not approve this change. The changes presented are for immediate, but temporary solutions and would serve to provide additional privacy to SCAIP while dually allowing CARE and MESC to keep their offices in Costo Hall removing the separation of students and staff. Semi expressed concerns for students paying for space in the HUB and not receiving the student space, but was adamant about the necessity for these student programs and agrees with the proposal if there is no further alternative. A representative from MESC came forward saying the need for a comfortable space is crucial to the development of their program and that they need additional storage space for them to operate in. He also mentioned that other offices have kitchen and sink space which add to the comfortability of the space and that

those would be ideal additions. CARE had expressed that being able to meet with survivors in the same building as they operate would completely transform their experience and would also help make the survivors feel at home in the office.

Tommaso brought to the board's attention that expanding the programs into the same square footage might be harmful in that it would increase traffic possibly making it more difficult for the programs to function. A representative for CARE explained that there would be a new entrance in order to reduce the amount of traffic flowing through the building. All three of the campus organizations are for the reallocation, but we are still waiting for the costs and logistics.

Motion to approve the proposal by Stephanie, second by Semi

1. In Favor 11 Oppose 0 Abstain 1

B. FY 18-19 Rental Rates. There is an 11% decrease in rental rates for ASUCR, GSA, and ASPB. There is a 30% increase for the VCSA offices. A 17% increase in HUB Programing Spaces and HUB administrative offices. The most notable difference was a 20% decrease in dining. Brendan was pushing for HUB dining rental rates to increase, but it has not gone anywhere as of now. Dining was not planning for an increase in rental rates for this fiscal year and therefore gave us the amount that they are willing to pay/budgeted.

To cut costs and increase profits, third party vendors were licensed on campus by Auxiliary Services. The cost for space at the HUB for the last 10 years was the same amount for every unit (Cost of total Facilities Services/Utilities divided by total sq. ft. of building). Utilities were split equally regardless of actual cost per space. Brendan spoke on the future of dining at the HUB and how he wants to find a way for us to take more ownership of dining operations and increase potential for using revenue beyond the cost of Facilities Services to help fund projects at the HUB. Currently, Auxiliary Services has individual rental agreements with each third party vendor. On other campuses such as UCSD, their student union contracted with a third-party

vendor to refurbish a dining space. This vendor spent upwards of \$900,000 on renovations costs without any contribution from the Student Union.

Another topic mentioned was that the profit gained by the individual spaces is not brought back into the HUB. Any profit made at HUB Dining locations can be utilized by Auxiliary Services in other areas of campus; not necessarily the HUB. The agreement initially made sense because UCR dining was losing money and needed a solution quickly. In order to accommodate for the increased Facilities Services costs, Brendan had to cancel some capital projects and more may be canceled if he needs to reallocate funds. The long term goal would be a more equitable and fair pricing structure that reduces costs for offices like ASUCR and GSA. This new rate structure would also reduce costs for VCSA office spaces within the HUB and Costo Hall. Utilities are where we lose the most money since student programs are paying the same amount as dining.

Brendan is also looking for alternatives that could eventually transform the HUB into a green space. The HUB is already on the right path and just got off the list of being the worst building on campus in terms of green product use. Brendan is still exploring options to split utilities equally among the vendors, but does need the board's approval on funding for when that time comes.

Dr. Kerry Mauck left.

C. HUB Board Training/Social. N/A

D. Service Fees Research. N/A

VII. Food Service Report. N/A

VIII. Public Forum. N/A

IX. Subcommittee Reports

- A. Kaitlyn received interest from Adam and Semi for the finance subcommittee. Latitude 55 subcommittee received interest from Diana, Alondra, and Leandra.

X. New Business

A. Motion to approve all early reservation and fee waiver requests (items i. - x.) by Diana, second by Alondra.

1. In Favor 10 Oppose 0 Abstain 1

XI. Old Business

A. \$15 an hour fee for operating beyond normal business hours (Under review as part of overall HUB Fees review)

B. HUB Posting Policy Review and Questions (Board will be e-mailed copy next week for review at November's meeting)

XII. Announcements. N/A

XIII. Adjourn

A. Motion to adjourn by Stephanie, second by Alondra

1. In Favor 10 Oppose 0 Abstain 1