



Date: April 24, 2015

Meeting Time: 11:30am-1:30pm

Meeting Location: University Center patriot Zone Sports Cafe

Members in attendance: Harrison, Caitlyn; Marlow, Michael; Rogers, Shawn; Jackson, Jamie; Oliver, Deidre; Bourne, Zachary; Anderson, Jerusalem; Dial, Tevin (Melodie Oliphant); Wilson, Ashlea

Ex Officio Members: Clayton, Carrie; Patterson, Howard

## **Meeting Agenda**

- The committee reviewed the FY 2015-2016 University Center. Line items reviewed were:
  - ✓ University Center Student wage increases for:
    - Facility Operations Graduate Assistant, Welcome Desk & Technology Graduate Assistant, Patriot Zone & Marketing Graduate Assistant
    - Facility Operations Student Manager, Facility Operations Assistant Student Manager, Welcome Desk & Technology Student Manager, Patriot Zone & Marketing Student Manager
    - Student Assistants for Facility Operations, Welcome Desk, & Patriot Zone
  - ✓ Professional Memberships
    - Students approved the Assistant Director adding the NASPA membership for professional/student/program development.
  - ✓ Conference Registration/Travel
    - Students also wanted to include funding for Assistant Director and three Graduate Assistants, and three Student Managers to attend the ACUI Region II Conference in Lawrence, Kansas, November 6-8, 2016.
  - ✓ University Center Staff Development, Training, and Team Building
    - Students raised the amount of money allocated to staff development and training as they felt it was important to invest in the development of the student assistant staff in the University Center.
    - Students also supported the Assistant Director in wanting to certify the University Center staff in American Red Cross CPR, 1<sup>st</sup> AID, & AED Certification.
  - ✓ Software/technology
    - Students wanted several upgrades in this expenditure area: PC upgrades in the Ballroom, Patriot Zone, Theater, and Touchscreen. Student also wanted to take room reservation online because they felt the paperwork was outdated.
    - Students also added a touchscreen Upgrade Including Software, students asked about what is available as far as a new software for the touchscreen.
    - Students also wanted to install a printer kiosk in the subway area to give students another area to print on campus.
    - Student felt it was important to install panic buttons at both the welcome and operations desk.



- Students allocated more funding to ensure that University Center security camera properly worked include adding more to the facility.
- ✓ Capital projects for the university center
  - Students decided to add the following to the line items area:
    - Hydration Stations
    - Charging Stations (plus installation)
    - Recycle Bins w/ UTT Logo (Aluminum, Paper, Bottles)
    - Baby Changing Stations (includes installation)
    - Additional Emergency Evacuation Chair
    - Electrical Upgrade (Support Charging Stations and charging furniture)
    - Outdoor Signage on Lakeside
    - Air Fresheners (All UC Restrooms)
    - Removal of Wall in PZ
    - Braille Signage (Upgrade)
    - Talking Elevator (Upgrade)
    - Handicap Activation Push Buttons
- ✓ Cable/satellite
  - Nothing changed in this area.
- ✓ PZ programming & co-sponsored events with campus activities
  - Patriot Zone/Co-sponsored events: Students felt that it was important to allocate funding for special programming including:
    - Finals Week Stress Free Zone
    - Sustainability Awareness Week
    - Disability Awareness Week
    - Multicultural Programming (Diwali & Holiest)
- ✓ Maintenance, Equipment Replacement, and Utility Operations
  - More money was allocated to:
    - Screen Flex - Portable Room Dividers (13 panel divider) for open area
    - Clean Room Dividers (3 panels) for students to write on
    - Replacement of stage in the Ballroom since two of the stage pieces are broken
    - Foosball Table and Darts
    - Evacuation Chairs for both staircases that have them missing
    - AED Signage and two new AEDs
    - Natural Gas
    - Gender Neutral Signage for the family restroom
- ✓ Phone Charges
  - Nothing changed in this area.
- ✓ Copy Charges
  - Students wanted better awareness of Patriot Zone Tournaments.
- ✓ Office Supplies



- University Center Rugs were added due to rugs being taken by campus community. Student felt that with the branding of the University Center that the rugs were less likely to disappear.
  - ✓ Postage Charges
    - Nothing changed in this area.
- Student Union Advisory committee voted to approve FY 2015-2016 finalized budget.