

# UNIVERSITY of HOUSTON

## STUDENT CENTERS

Student Centers Policy Board Meeting Minutes

Friday, November 17, 2023

Student Center South – Senate Chamber

**Attendees:** David Frankfort, Omar Castanon, Sarah Khan, Gilbert Guadarrama, Gabrielle Kosteck, Fatuma Baharun, Samantha Sadeghi, Keith Kowalka, Eve Esch, Katy Kaesebier, Deb Huebler, Tanya Pringle, Bridget Portier, Debbie Samuels, Debbie Samuels, Yhoalibeth Becerril, Dr. Tomika Greer

**Absent:** Kerry Creelman

### Call to Order & Introductions

- I. **Approval of Agenda – Approved**
- II. **Approval of Minutes from previous meeting (October 2023) - Approved**
- III. **Chairperson’s Report – Sarah Khan**
  - Subcommittee assignments & Doodle responses
- IV. **Committee Updates**
  - Facilities Use & Policy Committee – Gilbert
    - i. Policy changes to vote on in New Business
    - ii. Skateboards and scooters causing damage, looking for permanent solutions
  - Lease Operations & Student Organization Space Committee – **Committee did not meet**
  - Long Term & Current Projects Committee – Gabby
    - i. Dec 2<sup>nd</sup> new signage installation south side of building
    - ii. Adding new swing tables
    - iii. Replacing furniture in Legacy Lounge
    - iv. Expansion project still awaiting Board approval
    - v. Metro clean scheduled maintenance during winter break
  - Sustainability Committee – Samantha recap Nov Lunch & Learn; next one 12/4;
    - i. Proposed making doggie toys out of t-shirts at next Lunch and Learn
  - Art Board – Eve talked about art collaboration/What does home mean to you? Next meeting will be in Spring
  - FSAC – Fatuma/Omar
    - i. “RAD” (New Food Hall) opening delayed
    - ii. Chartwells going to 100% cashless in January
- V. **Staff Reports (Informational Items)**
  - *Report from Assistant Vice President, Student Affairs – Student Life- **No report***
  - *Report from Executive Director, Student Centers -*
    - Staffing Updates –

- Graphic Designer II- hired, Reservationist hired, Event Set-up Supervisor hired via internal promotion, Program Manager II for Event Services hired via internal promotion. Program Manager II Shasta's - interviewing.
  - Program /Events Updates –
    - Voting Run-off-same location as early voting Dec 7-9<sup>th</sup>. Foot traffic numbers forthcoming
- *Report from Associate Director, Student Centers – Bridget Portier*
  - Secret Shopper program hosting future virtual meeting to announce script and details. After which we will utilize the assessment data to enhance areas of concern and give kudos to areas exemplifying high standards.
- *Report from Director, Center for Student Involvement*
  - Upcoming Events

#### VI. **Old Business**

- Charging Stations- intended installation by end of 2023

#### VII. **New Business**

- Policy review
  - i. Name Unity Garden as part of SC Lawn; **approved**
  - ii. Adding COI language; **approved**

IX. **Announcements** – Winter Wonderland Nov 30<sup>th</sup> 11-3pm

#### X. **Adjournment**

Next Meetings: January 19, 2024 (Senate Chamber)  
 February 16, 2024 (Senate Chamber)  
 March 8, 2024 (Senate Chamber)  
 April 12, 2024 (Senate Chamber)