

VICE PRESIDENT FOR STUDENT AFFAIRS
THE UNIVERSITY OF TEXAS AT AUSTIN

P.O. Box 7699 • FAC 302 G5000 • Austin, Texas 78713 • 512-471-1133 • FAX 512-471-5558
<http://www.utexas.edu/student-affairs>

April 21, 2017

Mr. Mulugeta Ferede
Executive Director
University Unions
UNB 4.124, F4200
CAMPUS MAIL

Dear Mulu:

It was recently brought to my attention that President Fenves has delegated his authority pursuant to University Policy HOP 4-1210 to the Vice President for Student Affairs. As such, this letter confirms that I have approved University Unions Board of Directors meeting minutes for the following dates:

- Friday, April 22, 2016
- Friday, September 23, 2016
- Friday, October 21, 2016
- Friday, November 18, 2016
- Friday, January 27, 2017
- Friday, February 24, 2017

Accordingly, your proposed action items to open a satellite Mind Body Lab, pilot a faculty lunch program, open the Student Activity Center Auditorium for classes, and reduce hours at the Turrell Skyspace exhibit are also approved. As always, this approval is with the understanding that fiscal items are subject to the normal approval procedures in coordination with Division of Student Affairs.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in cursive script, appearing to read "Soncia Reagins-Lilly".

Soncia Reagins-Lilly
Vice President for Student Affairs
Dean of Students

SRL/amc

cc: Carlos Martinez, Chief of Staff, Office of the President
Donna Bellinghausen, Associate Vice President for Student Affairs
Andrew Clark, Academic and Policy Administrator, Office of the Vice President

UNIVERSITY UNIONS

UNIVERSITY UNIONS BOARD OF DIRECTORS MEETING Friday, November 18, 2016

The University Unions Board of Directors met on Friday, November 18, 2016 in the Student Activity Center Executive Conference room, SAC 3.114.

Members Present:

Mr. Jackson Clifford
Mr. Mulu Ferede
Mr. Kevin Helgren
Mr. Rahim Karim
Mr. Paul Mannie
Dr. Celena Mondie-Milner
Ms. Diana Padilla
Dr. Brian Roberts
Ms. Helen Yang

Members Absent:

Dr. John Doggett
Dr. Diane Ginsberg

I. CALL TO ORDER

The meeting of the University Unions Board of Directors was called to order at 3:05 p.m.

II. APPROVAL OF THE MINUTES

Chair Jackson Clifford called for a motion to approve the minutes from the October 21, 2016 Board meeting.

MOTION: Mr. Kevin Helgren made the motion to approve the minutes as submitted.

Second: Ms. Helen Yang

Motion Carried, and the minutes were approved as submitted.

Mr. Clifford took a moment to introduce new faculty Board member, Dr. Brian Roberts. Dr. Roberts is on the faculty of the College of Liberal Arts Department of Government and has previously served two terms on the Board. We welcome him back and look forward to working with him.

III. ITEMS FOR DISCUSSION

A. Increasing foot traffic in the Underground - Helen Yang

A meeting was held with Ms. Jennifer Zamora, Director of Student Programs, and Mr. Kevin Rey, Sr. Retail Manager for University Unions. Mr. Rey provided background information, historical data, financial data, and trends. The traffic to the Underground peaked in 2008, but has had no substantial growth since. Topics of discussion ranged from current advertising methods, working with student organizations, student orientation, the possibility of hosting special events, and partnering with other departments to increase the visibility and use of our great space.

It was decided that it would be helpful to look at Student Unions at other institutions similar to UT, taking into consideration our budgetary conditions. It was suggested we focus on activities that would incentivize students to visit the Underground and find more creative ways to keep students on campus for fun alternative entertainment options. More discussion is needed regarding where to find the money to support any facility improvements, the feasibility of looking beyond the E+E budget, and the possibility of getting funds from Student Government. The conversation is moving in a great direction and we should continue brainstorming this initiative to get an actionable item.

B. Start Up Incubator - Rahim Karim

The Board continued the conversation regarding space for the new Start Up Incubator. 2609 would offer the best initial location for this initiative and is available now to get this up and running. Mr. Rahim Karim will schedule a meeting with Dr. Lilly to discuss the use of 2609 and use of a large donation to UT from Blackstone Charitable Foundation, whose monies are supposed to be allocated for this type of project, and how to move this project forward.

C. P. Terry in the Union - Jackson Clifford

The Wendy's contract for the Texas Union is set to expire in spring of 2018 and the space will be opened up to vendors through the RFP process. The Board thought P. Terry's Burger Stand would make a good addition to the Texas Union, but were reminded there are no guarantees on who will win the contract, although it was noted that the Board could stipulate that only local business only be able to bid in the RFP process. Any qualified business is able to bid on this space, including existing vendor Wendy's Hamburgers. The business with the best bid and best price point for food items will be awarded the space. This process will probably also involve some renovations to the space, changing the aesthetics to update the image.

D. Replacement Vendor for Texas Union Convenient Store - Jackson Clifford

The convenience store in the Texas Union was replaced with smaller POD (Provisions on Demand), located in the main hallway. It is stocked with the most popularly sold items from the store and has been very successful.

The 642 sq.ft. store space is empty and the Board needs to brainstorm about what we would like to see in there. Suggestions included a smaller version of the University Co-Op, frozen yogurt or ice cream shop, seasonal pop-up shops, and vending machines with seasonal offerings. It was agreed that the priority should be on healthy options. The space cannot accommodate any business that needs to cook, as it is not set up for that. It was suggested that the Board continue to give this some thought and forward their ideas to Mr. Ferede or Mr. Jackson for further discussion at the next Board meeting in January.

E. SAC Mind Body Lab - Kevin Helgren

Mr. Helgren thanked Mr. Ferede, Mr. Nick Parras, Counseling and Mental Health Center (CMHC) and the Legislative Student Organization for making this new Mind Body Lab a reality. There will be a Grand Opening on Monday, November 28, 2016 with a 1:00 p.m. program featuring Dr. Soncia Reagins-Lilly, Dr. Christopher Brownson, Mr. Helgren and others, and a ribbon cutting ceremony. Activities will include a small animal petting zoo, free food and giveaways. The MBL will be open seven (7) days a week, 8:00 a.m. – 8:00 p.m. Monday through Friday, 10:00 a.m. – 8:00 p.m. Saturday, and 12:00 Noon – 8:00 p.m. Sunday. Mr. Helgren encouraged all Board members to share this information on their social media and to attend the event on Monday.

Mr. Jackson thanked Mr. Helgren and Mr. Parras for their hard work and stated that this initiative will impact a large number of students.

Mr. Helgren also noted that Student Government hosted a therapy wall on November 16, 2016 that posed the question, “How do you feel about our future?” Over 600 post-it notes were pinned with comments running the gamut of emotions over the recent Presidential election. Thanks to Mr. Parras and his team, this was a very successful event for student expression.

Additionally, Mr. Ferede and Mr. Wills Brown, Graduate Student Assembly President, will be working with Mr. Henry Jackson, of Aramark, to replace a coffee shop in the Perry Castaneda Library (PCL) with a POD, similar to what has been successful in both the Texas Union and SAC, with an emphasis on coffee offerings.

IV. ITEM FOR ACTION

A. SAC Auditorium Use for Classes - Jackson Clifford

In November of each year, the Board must make an evaluation and recommendation addressing the continued allocation of space in the Student Activity Center (SAC) for class use for the following year to the Registrar’s Office, as established at the November 11, 2011 Board of Director’s meeting. The SAC Auditorium was designated for this purpose from 8 a.m. until 12:30 p.m. each day of the long terms (see Attachment A).

Motion: Mr. Paul Mannie

Second: Mr. Helgren

Motion carried, and the motion to allocate space for class use at the SAC Auditorium for the long terms of the 2017 – 2018 academic year was passed.

B. Skyspace Operating Hours - Jackson Clifford

A proposal to limit the hours of accessibility to the Turrell Skyspace was brought before the Board in an effort to reduce the risk of crime for students and student workers during the late night hours (See Attachment B). The Turrell Skyspace staffing ends at 10:00 pm each night, while the SAC building is open until 3:00 a.m. with student workers checking the space every 15-30 minutes until closing. Dr. Douglas Dempster, Dean of the College of Fine Arts, sent a letter to this Board, expressing serious concern about the safety of visitors and of the student workers and the potential for crime in this dark, mostly empty space after sunset (see Attachment B). Counters on the doors reflect a major drop in traffic after dark and there does not appear to be enough visitors to warrant keeping the space open until the wee hours at night. Landmarks, who operate the Skyspace exhibit,

have expressed concern about the isolation and darkness of the rooftop after visitors depart. Several Skyspace attendants have expressed anxiety about being in the dark late in the evening, either alone or with infrequent visitors they can hardly see (see Attachment C).

The Board discussed ways to make the students feel safer while at the same time not restricting access to any part of the building. Some suggestions were to take more aggressive safety measures such as increased signage, additional guards and/or workers, and installing additional lighting. It was noted that while lighting could be added, it would disrupt the Turrell experience. It was mentioned that this also becomes a budgeting issue for Turrell if more student workers or security guards are implemented. It was noted that there have been zero (0) incidences of crime to date in the space. The Board questioned whether this space was a part of the greater UT safety audit and why it should be closed when all evidence points to no incidence of crime. Motion was made to table further discussion and a vote until the January meeting to get more accurate usage data and explore the possibility of extra lighting, with the condition that safety-focused signage be installed as soon as possible in the interim.

MOTION: Mr. Clifford

Second: Mr. Karim

Motion Carried, and the motion to table the discussion, with the condition that more signage be installed as soon as possible, with Mr. Mannie overseeing that work, was passed.

V. SUBCOMMITTEES

A. Budget Allocation - Jackson Clifford

There is no additional report at this time. The E+E committees have been given their packets. This committee will need to convene to come up with criteria to evaluate committee budget requests(?). Budget presentations are scheduled for March 23 and March 24, 2017.

B. Art Selection - Jackson Clifford

There is no additional report at this time. Mr. Clifford thanked the volunteers and noted that the Sinclair Suite is included in the search for artwork.

C. Election - Jackson Clifford

Ms. Diana Padilla is working with the task force and will submit the proposed changes in the election code to the Board for their approval/perusal. This is not an action item for this Board.

VI. REPORTS

A. University Unions Board Chair - Jackson Clifford

The Faculty Lunch Program is moving forward, with final details being worked out. This program is anticipated to begin with the spring semester.

Mr. Clifford announced that he will be interning for Price Waterhouse in New York City during the months of January and February, 2017. Ms. Padilla will take over as Interim Chairperson in his absence.

B. Events + Entertainment President - Paul Mannie

Attendance at E+E programs is over 17,000 attendees to date. The group would like to initiate a mentoring program, similar to the Advisory Council alumni group, within the E+E program.

The 36th Annual Madrigal Dinner is this weekend and is anticipated to be a huge success. Five (5) Board members took advantage of the complimentary tickets offered to them for the Friday evening performance.

C. University Unions Executive Director - Mulu Ferede

Mr. Ferede, along with several staff members, attended the ACUI Region II Conference in Houston, including 14 E+E students, and the Big 12 Union and Student Activities Directors meeting in Morgantown, West Virginia.

He noted that the Unions building hours would be adjusted due to the Thanksgiving holiday. Monday and Tuesday would be on shortened hours, with the buildings being closed Thursday through Saturday. Building hours would be back on regular schedule starting Sunday. Holiday trees have been installed and decorated at both SAC and Texas Union buildings.

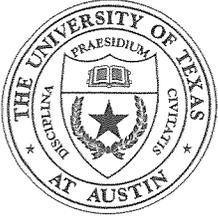
VII. QUESTIONS/COMMENTS

Mr. Jackson reminded the Board about the Finals Fest event featuring free pancakes for students, held at the Student Activity Center, on Wednesday, December 7, 2016. Finals Fest will include activities at both the Student Activity Center and the Texas Union, December 5 – 8, 2016.

VIII. ADJOURNMENT

The meeting was adjourned at 4:45 p.m.

Please note that the next meeting of the Board of Directors' will be held on January 27, 2017 in the Board of Directors' Room, UNB 4.118 from 3:00 p.m. – 5:00 p.m.



UNIVERSITY UNIONS

PO Box 7338 • F4200 • Austin, Texas 78713 • 512-475-6600 • FAX 512-475-6599

To: Board of Directors
University Unions

From: Mulu Ferede, Executive Director
University Unions

Re: Recommendation on use of SAC Auditorium
for classes during the long terms

Date: November 18, 2016

The Board of Directors of the University Unions has agreed to provide use of the Auditorium in the Student Activity Center (SAC) for classes scheduled through the Office of the Registrar during the long terms according to the following schedule:

Monday, Wednesday, and Friday:	8:00 am until noon
Tuesday and Thursday:	8:00 am until 12:30 pm
All regularly scheduled exam dates:	7:00 am until midnight

The Board of Directors reviews this schedule annually and makes a recommendation to the Vice President for Student Affairs each year as the availability of the Auditorium for classes for the following year.

I am pleased to recommend that the Board approve use of the Auditorium during the long terms of the 2017 – 2018 academic year for the scheduling of classes and exams as per the schedule listed above.

Proposal

The **Board of Directors of the University Unions** agrees to provide use of the Auditorium, Room 1.402, in the **Student Activities Center (SAC)** for the classes scheduled through the Office of the Registrar during the long terms according to the following schedule:

Monday, Wednesday, and Friday:	8:00 am until noon
Tuesday and Thursday:	8:00 am until 12:30 pm
All regularly scheduled exam dates:	7:00 am until midnight

The Board of Directors will review this schedule annually and make a recommendation to the Vice President for Student Affairs each year as to the schedule for the availability of the Auditorium for the following academic year.

This agreement is contingent upon the University providing a portion of the funding for the operation of the Student Activities Center from Educational and General funds pro rated according to the use for the Auditorium, Room 1.402, for academic purposes.



The University of Texas at Austin

Attachment B

COLLEGE OF FINE ARTS
Office of the Dean

2305 TRINITY STREET, STOP D1400
AUSTIN, Texas 78712-1424
T: 512-471-1655

To: University Unions Board of Directors

From: Douglas Dempster, Dean

Subject: Skyspace Roof Closure

Date: November 15, 2016

Dear Members of the University Unions Board of Directors,

The past six months have been the hardest in my decade as dean of the College of Fine Arts. Haruka Weiser's murder devastated her family and friends and convulsed the college. Every day it reminds me that our most important responsibility as educators is to protect the safety of our students.

I've encouraged discussions across our campus about improving safety and limiting the chances of another tragedy. Those conversations led to a number of changes in COFA, such as requiring students and staff to wear lanyards with IDs after 10:00pm, increasing safety patrols, and launching the university-wide "Walk with Me" campaign.

Over the past three years, I've listened to Andrée Bober and others at Landmarks who monitor daily activity on the SAC rooftop. Their concerns about the conditions after sunset deserve serious consideration. Notwithstanding the SAC patrols who provide routine checks, I believe it is necessary to close the rooftop after sunset. Unfortunately, the potential for crime simply outweighs the few number of visitors after dark.

I appreciate the attention and care the SAC gives all its students and hope you will consider this proposal favorably.

Sincerely,

Douglas Dempster
Dean, College of Fine Arts

LANDMARKS

Proposed Timing Adjustment for Rooftop Access

Location: Third floor of the Student Activity Center (SAC)

Problem: The Turrell Skyspace on the SAC rooftop has a light sequence that takes place during the hour before sunset. Most visitors depart the rooftop when the light sequence ends. At that point, the rooftop is virtually dark (only dim floor fixtures), has infrequent visitors, and is difficult to monitor.

Concerns: Since opening the Skyspace in 2013, student attendants have complained about the isolation and darkness of the rooftop after visitors depart. The recent murder of Haruka Weiser has sharpened concerns for safety. A number of Skyspace attendants have expressed anxiety about being in the dark late in the evening, either alone or with infrequent visitors they can hardly see.

Risk: In the wake of this tragedy, many units on campus have reviewed and adjusted safety policies, including building access, security patrols, identification after dark, and escort services. Landmarks believes that after visitors depart the Skyspace, the rooftop becomes a high-risk area for crime and vandalism. It urges the SAC to reduce any potential liability by closing the rooftop doors after Skyspace visitors depart.

Conditions: For the past three years, access to the rooftop has followed the closure schedule of the SAC building. Most evenings the roof closes at midnight, meaning that there can be up to 6 hours of access while the rooftop is dark. Landmarks currently has a student Skyspace attendant on duty Monday-Thursday until 10:00pm, and Friday-Sunday until 9:30pm.

Usage: Landmarks tracked rooftop usage for 13 months between October 12, 2015 and November 3, 2016. The total number of Skyspace visitors was 42,207. During the same period, the number of non-Skyspace visitors to the rooftop after sunset was 946, or an average of 2.7 people per evening.

Solution: Landmarks recommends locking the doors to the rooftop after Skyspace visitors depart. Two possible ways to implement the closure include:

- A. The Skyspace attendant could remain on the rooftop until all Skyspace visitors depart, then lock the door after exiting.
- B. The SAC could program the door to lock automatically at the following times:

9:00	7:30	9:00	9:30
September	November (after time change)	March (after time change)	May
October	December	April	June
November (until time change)	January		July
	February		August
	March (until time change)		