April 24, 2014

Mr. Mulugeta Ferede
Director
Texas Union
UNB 4.124 (F4200)

Dear Mulu:

I write to indicate that the Minutes of the meeting of the University Unions Board of Directors on Friday, October 18, 2013 and Friday, January 31, 2014 are approved. As always, this approval is with the understanding that budgetary and fiscal items are subject to the normal approval procedures. Please let me know if you have questions.

Sincerely,

Gage E. Paine
Vice President for Student Affairs

GEP/dab
MEMORANDUM

TO: Dr. Gage Paine
   Vice President for Student Affairs

VIA: Donna Bellinghausen
     Assistant Vice President for Student Affairs

FROM: Mulugeta Ferede
      Executive Director, The University Unions

RE: Transmittal of Minutes,
The University Unions Board of Directors

DATE: April 2, 2014

Enclosed are two copies of the minutes of the University Unions Board of Directors’ meetings held on Friday, October 18, 2013 and on Friday, January 31, 2014. These minutes were approved at the Board meeting held on March 28, 2014. A summary of the October 18, 2013 meeting and the January 31, 2014 meeting follows:

October 18

I. Call to Order
II. Approval of the Minutes
III. Old Business
   A. “Through Our Eyes”
   B. Fireplace “Legacy” Lounge Proposal
   C. SAC Auditorium Proposal
IV. E+E Committee Presentations
   A. Headliners
   B. Recreation
   Showtime
V. Reports
   A. University Unions Board Chair
   B. Events + Entertainment President
   C. University Unions Executive Director
VI. Questions/Comments
VII. Adjournment
January 31, 2014

I. Call to Order
II. Approval of the Minutes
III. E+E Committee Presentations
   A. African American Culture Committee
   B. Asian American Culture Committee
   C. Mexican American Culture Committee
IV. Faculty Appointments
V. 2014-2015 Board of Directors
VI. Election Updat
VII. Reports
    A. University Unions Board Chair
    B. Events + Entertainment President
    C. University Unions Executive Director
VIII. Questions/Comments
IX. Adjournment

cc: Dr. Soncia Reagins-Lilly, Senior Associate Vice President and Dean of Students
AGENDA

I. CALL TO ORDER | 3:00 p.m.

II. APPROVAL OF THE MINUTES

III. OLD BUSINESS
   A. "Through Our Eyes" Proposal
   B. Fireplace "Legacy" Lounge Proposal
   C. SAC Auditorium Use Proposal

IV. E+E COMMITTEE PRESENTATIONS
   A. Headliners
   B. Recreation
   C. Showtime

V. REPORTS
   A. University Unions Board Chair
   B. Events + Entertainment President
   C. University Unions Reports

VI. QUESTIONS/COMMENTS
   A. Discussion of Longhorn Entrepreneurship Agency Request for use of space in the Texas Union

VII. ADJOURNMENT

Reminder: Next Board meeting is scheduled for November 15, 2013
UNIVERSITY UNIONS BOARD OF DIRECTORS
Friday, October 18, 2013

The University Unions Board of Directors met on Friday, October 18, 2013 in the Texas Union Board of Directors’ room UNB 4.118.

Members Present:

Mr. Wm. Andrew Smith, Jr.
Mr. Seth Snyder, chair
Mr. Matthew Montes
Ms. Tylee Milan
Mr. Eric Lucha
Dr. Soncia Reagins-Lilly
Dr. John Ruszkiewicz
Dr. John Doggett
Dr. Sheldon Eklund-Olson
Mr. Horacio Villarreal, III

Members Absent:

Mr. Nicholas Grisham

I. CALL TO ORDER

The meeting of the University Unions Board of Directors was called to order at 3:04 p.m.

II. APPROVAL OF THE MINUTES

A quorum was called. Mr. Seth Snyder asked for any amendments or corrections to the minutes of the April 26, 2013 meeting or the September 20, 2014 meeting. There were none.

MOTION Ms. Tylee Milan – That the minutes be approved as submitted
Second Mr. Horacio Villarreal III
Motion carried – The minutes of April 26, 2013 and September 20, 2013 were approved as submitted.

III. OLD BUSINESS

A. “Through Our Eyes” Proposal

Mr. Seth Snyder reminded the board of the “Through Our Eyes” proposal (Attachment A) presented at the September 20, 2013 meeting that could not be approved due to lack of quorum. Mr. Smith urged the board to approve this proposal, as it would allow us to expand the “Through Our Eyes” Program to the Student Services Building, and potentially to the Texas Union in the future. This has been a very successful program.
MOTION  Mr. Eric Lucha  
Second  Mr. Matthew Montes  
Motion carried – The “Through Our Eyes” Proposal is approved

Mr. Smith informed the Board that he has asked Mr. Robert Lawrence to chair the committee this year, and the theme this year is “Austin Off Campus”.

B. Fireplace “Legacy” Lounge Proposal
Mr. Seth Synder referred to the Fireplace “Legacy” Lounge Proposal (Attachment B) presented to the Board at the September 20, 2013 meeting by Ms. Megan McMillin. He expressed excitement at the design and concept. Mr. Andy Smith told the Board that this proposal came about as a way for student organizations without the capability of funding an endowment, to become involved in forwarding the initiative of Longhorn traditions. He told the Board that he supports this proposal and asked the Board for its approval.

MOTION  Mr. Horacio Villarreal  
Second  Mr. Eric Lucha  
Motion carried – The Fireplace “Legacy” Lounge Proposal is approved

C. SAC Auditorium Use Proposal
Mr. Andy Smith reminded the Board that he reviewed the SAC Auditorium Use Proposal (Attachment C) at the September Board meeting. Prior to the opening of the Student Activity Center, the University Unions Board agreed to provide use of the SAC auditorium during the long terms for classes and exams. The Office of the Registrar has now expressed interest in extending these classes into the summer sessions. Summer of 2013 will be a test to see if the usage substantiates extending the Registrar’s use of the room into the summer. If so, the Board would then vote in fall of 2014 to approve SAC auditorium use in summer of 2015. The proposal in front of the Board today is a recommendation to allow usage of the SAC Auditorium for the long sessions of the 2014-2015 academic year for the scheduling of classes and exams, as per the times specified. Dr. John Doggett asked if we receive requests from groups wanting to use the auditorium for full day conferences, and Mr. Smith said we do not. Dr. Sheldon Eklund-Olson asked how many seats are in the SAC auditorium, and Mr. Smith said four hundred and seventy four.

MOTION  Dr. John Doggett  
Second  Mr. Matthew Montes  
Motion carried – The SAC Auditorium Use Proposal is approved

IV. E+E COMMITTEE PRESENTATIONS

Headliners: Alex Huggins presenting (Attachment D)
Mr. Huggins informed the Board that the Headliners produce the Forty Acres Fest, and general music and entertainment events. The group likes to have fun, while conducting business in a professional manner. One of the goals of the group is to have the E+E brand recognized not only on the University of Texas campus, but also throughout the Austin
community. The group strives to create events to encourage students to involve
themselves in the Austin community, and to program high quality event experiences on
par with those of professional venues. The Headliners conducted a student survey and the
results indicated that most participants felt uninvolved with the community, knew less
than two Austin based bands, and wanted more community involvement. Headliners
hosted “Locals on the Lawn” with music by the Austin groups Marmalakes and Wild
Child, followed by the film “Where the Wild Things Are”. The event was a huge success,
drawing almost five hundred attendees.
Mr. Matt Montes asked how Headliners promoted the event “Locals on the Lawn”, and
Mr. Huggins said the group used the event page on Facebook and made signs and banners
to advertise the event.
Dr. John Doggett asked how many members are in Headliners, what was the total number
of attendees at last year’s events hosted by Headliners, and what is their budget. Mr.
Huggins said the group has approximately fifty-two active members, and had
approximately three thousand six hundred event attendees last year. The budget last year
was at eighty-seven thousand, and this year at ninety-one thousand.

Recreation: Dallas Zamora presenting
Mr. Zamora told the Board that Recreation is one of the newest committees, combining
two smaller committees from last year. Mr. Zamora hopes to build a strong foundation
for this new committee, focusing on active participation, interaction, and play. He would
like to help relieve student stress by presenting recreational events. The group hopes to
produce four events this semester including a haunted house, a stress fest, a “Call of
Duty-Ghosts” Release Party, and Foam Sword Friday.

Showtime:
Showtime key chains were distributed to Board members that are used to advertise their
committee, and are given away free to students attending events. Showtime is an
opportunity for students to take a break from their stressful schedules to enjoy a movie.
On alternating Wednesdays the group shows classic films. They also show foreign films,
and each Thursday they show blockbuster feature films. The committee strives to cater to
the tastes of students, showing all genres of films, including foreign language films.
They are hosting a “Breaking Bad” trivia event in January, which is based on the pop
culture television show. The group is co-sponsoring “The Rocky Horror Picture Show”
and will also bring in Master Pancake, a local improve group that pairs movies with
comedy. In an effort to expand the scope of events, the group hosts “Classic TV Night”
and has added sing-alongs to some of the films shown.

V. REPORTS

A. Chair, University Unions Board
Mr. Seth Snyder informed the Board that the Budget Subcommittee is reviewing budget
letters to be sent to Programming Committees requesting information that will assist the
Budget Subcommittee of the Board in making programming budgeting decisions. Mr.
Snyder distributed the budget letter with proposed changes (Attachment E) and asked
members for feedback. Dr. John Doggett asked the meaning of the term “flipsters” used
on page four of the letter. Mr. Matthew Montes explained that “Flipsters” refers to
“Freshmen Leaders in Progress”, which is part of the “360 Connection”, a campus-wide
initiative geared to building a community for freshmen that brings their experience full circle.

Mr. Seth Snyder pointed out additional changes in the budget letter that ask students how the recent changes from Student Events Center to Campus Events + Entertainment have affected them, and then asked the Board to approve the changes.

**MOTION**  Ms. Tylee Milan
**Second**  Mr. Matthew Montes
**Motion Carried**  – The changes to the budget letter are approved.

Mr. Seth Snyder also commented to the Board that his participation on the Executive Director search committee has been a rewarding experience. He informed the Board that there will be an opportunity for Board members to interview the four candidates for the position, and he will be sending them information as interviews are scheduled.

Mr. Snyder mentioned that the Advisory Council luncheon will be held on Thursday, October 24, and Board members have been invited to attend.

**B. President, Campus Events + Entertainment (E+E)**

Mr. Matthew Montes told the Board that E+E has hosted thirty-four events this semester, with total attendance of approximately sixty-nine hundred students. He reminded the Board that Madrigal Dinner is coming up in November, and the University Unions provides tickets for those members who would like to attend.

Mr. Montes reported that he, along with eight other E+E committee chairs, had attended the ACUI (Association of College Unions International) conference in College Station. There was an opportunity to interact with other college programming groups, and to learn from groups who were able to produce successful programs with much smaller budgets.

**C. Executive Director, University Unions**

Mr. Andy Smith reminded Board members of the visit from representatives of the Longhorn Entrepreneurship Agency (LEA) at the September Board meeting, requesting the use of space in the Texas Union Underground. Mr. Smith told Board members during the September meeting that he would have more information available at the October meeting. Mr. Smith asked Ms. Jennifer Zamora, Director of Programming, to provide the Board with additional information. Ms. Zamora said that Mr. Nick Spillar and Mr. Grant Heimer of the LEA had told the Board that there are no plans for the multipurpose room in the Texas Union Underground. Ms. Zamora reminded the Board of her presentation in 2012 and showed an updated slide from that presentation (Attachment F). She explained that the air hockey tables are currently in use in the main Underground area, and that the multipurpose room is available for reservation. Ms. Zamora and Mr. Kevin Ray, Manager of the Texas Union Underground, are testing the use of karaoke machines, and are determining party package bundles. Party package bundles would allow Underground staff to allow groups to reserve the air hockey tables, the multipurpose room, and bowling lanes for a per person price.

Ms. Zamora then distributed to the Board a summary of room usage this semester (Attachment G), and the room is being reserved approximately twice per week. One of the groups with a standing weekly reservation is the Student Veteran’s Association. The
list of room usage does not include any future reservations for the remainder of the fall semester, or walk-in groups or individuals who use the space throughout the day when it is not reserved. Ms. Zamora and Mr. Ray plan to put together promotional materials this semester to advertise the availability of this area for reservation in January of 2014. Ms. Zamora informed the Board that the goal of obtaining a vendor to occupy the food service area is a longer range goal, as there are several issues, such as the grease trap for the area, that need to be addressed first. Management does not want to give up on the recommendation of installing a food vendor at this point, but must address those types of practical operational issues first.

Dr. John Doggett asked if we could have any vendor who might want to operate in the space pick up the cost of the repairs needed. Mr. Smith said that the main issue in the food service area is the grease trap, as it is not up to code, and those issues are of great importance to the University, in order to prevent waste from flowing into Waller Creek. Dr. Soncia Reagins-Lilly said that her office has been working to identify other options for the LEA in a building that would be able to provide the amount of square footage the group would require.

Mr. Seth Snyder read to the Board a letter from Mr. Nick Spillar, reiterating the group’s request for space and their idea to model this foundry for creation and innovation after those started at peer institutions such as Stanford University.

Mr. Matt Montes informed the Board that E+E does intend to continue utilizing the multipurpose room in the Underground for student events.

Dr. Doggett commented that as a faculty member who supports entrepreneurship, he believes that space in the Underground is not appropriate for this use, as it is not big enough.

A brief discussion ensued on potential buildings on campus that might be appropriate for the LEA’s use.

VI. QUESTIONS/COMMENTS

VII. ADJOURNMENT

MOTION Mr. Eric Lucha

Second Mr. Matt Montes

Motion Carried – The meeting adjourned at 4:45pm.
Attachment A

For consideration by the University Unions Board of Directors:

The following is a description of the Through Our Eyes program is written on a plaque near where the photographs hang in the SAC.

"University life means something different to each person, and the Through Our Eyes display allows each student to share his or her own unique experience. The Through Our Eyes student photography display is meant to give students an opportunity to depict various aspects of campus life through photography.

Each semester, students are encouraged to submit their own photographs portraying a different theme or element of student life. Open-ended themes allow students the freedom to create unique and personal entries. A panel of students, faculty and staff will judge the submissions and the top fifteen (15) entries will be displayed in the Student Activity Center (SAC)."

Photographs are submitted twice a semester, in the fall for the spring display and in the spring for the following fall’s display. The display changes each semester as the theme changes, the previous selections are archived.

Where do the previous semester’s printed winning photographs go? The University Unions has a recommendation to showcase the previous selections.

The Student Services Building has blank wall space and is looking for art to hang in public areas. Our proposal is that we use the photographs from past themes; in effect, this would be a "Best Of". The photographs would hang in the Student Services Building with the name of the photographer and the theme related to the photograph. This could be used to emphasize the student aspect of the Student Services Building, and further connect the facility as a Center for Student Life.

The photographs would be switched out or rotated on a regular basis. The frames and mattes, once purchased, could be reused. The overall expense would be minimal since the photographs would have already been printed professionally.

As part of the entry into the competition, students sign a document where it states under “Your Rights”:

“Entrants retain ownership and all other rights to future use of the photographs they enter except for the following: Your entry to the contest constitutes your agreement to allow your entered photographs and your name, occupation, city, state and country of residence to be displayed at the Student Activity Center, and the Through Our Eyes Photo Contest reserves the right to use the photo for future publications and/or promotions related to the contest. This may include, but not be limited to, annual commemoratives, web site/newspaper advertisements, flyers, brochures, etc.”

Where it states “Student Activity Center”, we should consider changing that to “Centers for Student Life” in order to be compliant with where the photographs may actually hang.
**Legacy Lounge**

Proposal for the second floor lounge in the Student Activity Center.

**Other union "tradition" rooms or lounges**

Ohio States Traditions Room

**Why create a Legacy Lounge?**

- Embody the mission of the SAC
- Showcase student contributions to campus
- Highlight UT traditions, values, and "legacies"
- Enhance the space

**What does the space look like currently?**

- Fireplace lounge on the 2nd level of the SAC
- Non-reservable space
- Open for all students to use

**What will the Legacy Lounge be?**

Four walls - each with a unique feature, tradition, or legacy to display.
Legacy Lounge Wall
Highlights the interior of the lounge. Contains donor recognition for the student giving campaign.

Fireplace wall
Includes plasma screen for donor recognition.

Tower wall
Displays the Eyes of Texas and a plaque telling the story of the unique architectural feature of the windows on this wall.

Hook’em wall
Displays various pictures of UT traditions, spirit, and lasting student legacies.

Student Giving
Student philanthropy and donor recognition will be a piece of this project.

Students creating new legacies

- Align with the Division of Student Affairs Strategic Plan
- Create a shared culture that values and includes all students
- Develop new practices for asset and resource management
- Students giving to benefit student programming
- All money raised will be used to support the SAC Program Endowment
Fundraising Quick Facts

Who can participate?
- Any Registered Student Organization
- No individuals
- Not for alumni donor recognition

Five Giving Levels

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<th>Level</th>
<th>Donor Range</th>
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<td>I</td>
<td>$2,500 - $4,999</td>
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<tr>
<td>II</td>
<td>$5,000 - $7,499</td>
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<td>IV</td>
<td>$10,000 - $14,999</td>
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<tr>
<td>V</td>
<td>$15,000 +</td>
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</tbody>
</table>

Fundraising Quick Facts

- All Levels
- Levels II-V
- Recognition on plasma screen
- Plaque on donor wall

What can be on the permanent plaque?
- The name of the RSO and mission statement
- Must be approved by Union staff

Outreach to RSOs?
- S.H.O.T. will provide Outreach, Consulting, and Training

Thank you!

Questions?
To: Board of Directors  
University Unions

Fr: Wm. Andrew Smith Jr.  
Executive Director  
University Unions

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

Date: September 20, 2013

The Board of Directors of the University Unions has agreed to provide use of the Auditorium in the Student Activity Center 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 to 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 2014-15 academic year for the scheduling of classes and exams as per the schedule listed above.

The Office of the Registrar has expressed interest in extending this agreement to include classes and exams during the summer sessions. We have agreed to examine the usage of the Auditorium during the summer of 2014 to determine whether they want to pursue their interest in the summer sessions for the summer of 2015. If they do decide to request use in the summer of 2015, the Board will address that request in the early fall of next year (2014).
THANK YOU SO MUCH

ANY QUESTIONS?
Attachment E

UNIVERSITY UNIONS

DATE: TBD When Sent Out

FROM: University Unions Board of Directors, Programming Budget Subcommittee

TO: Programming Advisors, Committee Chairs, and Budget Officers

Each year, the University Unions Board of Directors Programming Budget Subcommittee is tasked with the responsibility of allocating student funds to the committees of the University Unions' campus programming organization. Over the past month, the Programming Budget Subcommittee has worked hard to put together a fair and reasonable budget allocation process. Included in this packet are the documents for the budget allocation process, which need to be prepared and submitted in a timely manner.

The Programming Budget Subcommittee wants to learn more about your committee, its operation, and its culture through this process. We have prepared the following questions because we feel the answers will be valuable in assessing the membership, programming, and budget management of your committee. If you feel you are unable to answer a particular question throughout any part of the budget process, that is fine; however, we do ask that you give us a brief explanation as to why.

In order to ensure that we receive the most accurate information about your committee, we ask that both the outgoing committee chair and incoming committee chair work with your committee's budget officer and advisor to complete the required documents and present before the Programming Budget Subcommittee.

Your committee will be evaluated on a three-part system. Specifics about each part are as follows:

PART I: BACKGROUND INFORMATION (8 points)

Members of the University Unions Board of Directors will be attending your committee meetings and events throughout the year to learn more about what your committee does and how it operates. In addition, we ask you to please compose a one-page summary (on page 4 of this packet) about your committee, including the following background information:

1. What is the purpose of your committee? How have past events represented this purpose?
2. What is the classification breakdown (number of freshmen, sophomores, etc.) of your members, including graduate and professional students?
3. Aside from the mandated positions, what other leadership positions does your committee have, and what purpose do they serve?
4. What were the goals your committee set for itself at the beginning of the 2013-2014 academic year?

5. Describe one challenge your committee faced during the transition to Campus Events & Entertainment and how you overcame this challenge.

6. Describe one way that the transition to Campus Events & Entertainment has positively impacted your committee.

7. Describe one of your committee’s strengths and how it has enhanced your committee.

PART 2: MEMBERSHIP, PROGRAMMING, AND BUDGET MANAGEMENT (37 points)

On pages 5-8 of this packet, you will find the documents that will be used to review your committee’s membership, programming, and budget management skills. On each page, please complete the table provided, and answer the questions relative to each section:

Section A: Membership (10 points)

In the space provided on page 5, please answer the following questions:

1. How has the membership of your committee changed since 2012-2013? Please explain any major differences or noticeable trends in membership.

2. How does your committee encourage its members, other than its officers, to take on leadership roles within the committee? What training do they receive that prepares them for these roles?

3. How does your committee recruit new members? How successful have these methods been?

4. What opportunities for growth do you see for your committee in the 2014-2015 year?

5. How has the transition from the Student Events Center to Campus Events & Entertainment impacted your overall membership? What steps did you take to retain or recruit members?

Section B: Programming (12 points)

In the space provided on page 6, please answer the following questions:

1. Considering the use of student funds, how do your events demonstrate educational, social, and/or recreational value to the UT community?

2. How have your committee’s events allowed you and your committee to accomplish specific goals that were set at the beginning of the 2013-2014 year?

3. How does your committee attempt to improve its recurring events? What new event(s) is/are being developed by your committee?

4. Describe how your committee measures the success of its programs. Do you consider educational, social, and/or recreational value when measuring success?

5. Have you encountered any recurring suggestions or comments? If so, how have you dealt with these?
6. Describe how any of your committee’s events have exceeded or fallen short of meeting your expectations.
7. Describe your committee’s experiences, if any, with co-sponsoring events.
Section C: Budget Management (15 points)

In the space provided on page 8, please answer the following questions:

1. By how much do you project your committee to be over or under budget for the 2013-2014 year? Why?
2. Is your budget sufficient for the 2013-2014 year? How would a larger or smaller budget affect your committee? Please provide answers for both.
3. Provide specific examples of how your committee attempted to be efficient with its resources (money, facility space, etc.) this academic year. How could your committee have been more efficient?

PLEASE SUBMIT PAGES 4-8 OF THIS PACKET TO LESLIE HAY NO LATER THAN NOON ON FRIDAY, February 28, 2014.

PART 3: PRESENTATION (15 points)

Tell us about your committee. In an eight-minute presentation, paint a picture of what you and your membership have done to impact our university. After your presentation, there will be a two-minute question and answer period. The entire allotted time for your committee is 10 minutes.

Has your committee offered new members and/or Flipsters an opportunity to get involved and form new bonds on campus? How does your committee act as a unifying force to bring different members of the UT student body together?

Create a presentation covering these questions and anything else you may find relevant. Overall, this is an opportunity to show the Programming Budget Subcommittee who you are and what you do. We want something beyond a slide show; reflect the culture and atmosphere of your committee in your presentation. Most importantly, have a good time.

Presentations are scheduled to take place the week after spring break, from March 20-21, 2014, so please save those dates in your calendar. Additionally, if you need any audio/visual equipment or other items for your presentation (tables, chairs, easels, etc.), please let Seth Snyder know within one week of your presentation date.

If you have any questions or concerns about the budget allocation process, please contact Seth Snyder (SLSnyder51@gmail.com), Chair of the University Unions Board of Directors, or Robert Lawrence (Rlawrence@austin.utexas.edu), Director of Business and Support Services for the University Unions.

Thank you, and we look forward to seeing your presentations in the spring!

PART 1: BACKGROUND INFORMATION
Please use this page to answer the BACKGROUND INFORMATION questions found on pages 1-2. Your summary should not exceed one page.
PART 2, SECTION A: MEMBERSHIP

Committee: ____________________  Prepared by: ____________________

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<th>Number of Returning Members</th>
<th>Number of New Members</th>
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Please use the remainder of this page to answer the MEMBERSHIP questions found on page 2. Responses to all questions should not exceed the space provided on this page.
PART 2, SECTION B: PROGRAMMING

<table>
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<th>Name of Event</th>
<th>New Event? (Y/N)</th>
<th>Date of Event</th>
<th>Total Attendance</th>
<th>Total Event Cost</th>
<th>Cost Per Head</th>
<th>Average Rating</th>
<th>Co-Sponsored? (Y/N)</th>
<th>If Y, Provide Total Contribution</th>
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Please expand the table above as necessary to include ALL of your committee’s programs for Fall 2013 and actual and projected programs for Spring 2014.

To calculate “Cost Per Head,” divide “Total Event Cost” by “Total Attendance.”

When the table above is completed, please move on to the next page. Do not provide any additional information on this page.
Please use this page to answer the PROGRAMMING questions found on page 2. Responses to all questions should not exceed the space provided on this page.
PART 2, SECTION C: BUDGET MANAGEMENT

|-----------------------------|---------------------------|----------------------|--------------------------------------|----------------------|--------------------------|

To calculate “2012-2013 Over/Under,” subtract “2012-2013 Actual Expenses” from “2012-2013 Allocated Budget.”

Please use the remainder of this page to answer the BUDGET MANAGEMENT questions found on page 2. Responses to all questions should not exceed the space provided on this page.
Multi-purpose Room

- Need to determine "party package" bundles in process
- Priced out Karaoke machines testing sac machine
- Showroom furniture complete
- 12 tables and 48 chairs, the maximum allowed by fire code have been priced pending availability of funds, consistent with newpermament staging to be built (hopefully using pieces of the oldpermanent staging to be built in conjunction with lane reservations
- Room reservations will be handled by underground staff similar to their new location
- Air hockey tables will remain in main area of the underground; they have seen increased usage in their new location

Currently waiting for the construction project to end. Upon completion:
UNDERGROUND MULTIPURPOSE ROOM

The Texas Union Underground has been utilizing fall 2013 as a "soft opening" for the Multipurpose Room. The Multipurpose Room was a recommendation proposed by the Texas Union Underground Subcommittee in 2012.

Outstanding construction issues were resolved in the summer of 2013, furniture was installed and in October 2013 the staging was installed in accordance with the proposed recommendation. Karaoke equipment is being obtained and other amenities including a television and window tinting for the space are being priced out.

To date, there has been no formal advertising for the space and reservations have come from word of mouth. A pricing structure is being developed for both internal and external groups and will be rolled out as part of an advertising campaign for spring 2014. The following reservations have taken place since August 2013.

<table>
<thead>
<tr>
<th>Date</th>
<th>Group Type</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>08/20/13</td>
<td>E+E</td>
<td>Bowling and pizza 6:00 - 7:30 PM</td>
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<tr>
<td>08/24/13</td>
<td>Youth Group</td>
<td>Meeting 3:00 - 7:00 PM, bowling and pizza 5:00 - 7:00 PM</td>
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<tr>
<td>08/27/13</td>
<td>UT Fraternity</td>
<td>Meeting 8:00 - 10:00 PM; bowling 10:00 PM to 12:00 AM</td>
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<tr>
<td>08/27/13</td>
<td>UT Org</td>
<td>Bowling and pizza 4:00 - 5:30 PM</td>
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<tr>
<td>09/06/13</td>
<td>UT Org</td>
<td>Bowling and pizza 6:00 - 9:00 PM</td>
</tr>
<tr>
<td>09/08/13</td>
<td>UT Org</td>
<td>Bowling and pizza 5:30 - 7:30 PM</td>
</tr>
<tr>
<td>09/14/13</td>
<td>Birthday Party</td>
<td>Bowling, pizza, cake 10:30 AM - 12:30 PM</td>
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<td>09/16/13</td>
<td>UT Org</td>
<td>Bowling and pizza 7:30 - 9:30 PM</td>
</tr>
<tr>
<td>09/20/13</td>
<td>UT Org</td>
<td>Bowling and pizza 5:00 - 7:00 PM</td>
</tr>
<tr>
<td>09/22/13</td>
<td>Youth Group</td>
<td>Bowling and pizza 6:00 - 7:30 PM</td>
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<tr>
<td>09/25/13</td>
<td>UT Org</td>
<td>Bowling and pizza 5:30 - 7:30 PM</td>
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<tr>
<td>10/1 - 10/7/13</td>
<td>ROOM OFFLINE FOR STAGE CONSTRUCTION</td>
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</tr>
<tr>
<td>10/10 -</td>
<td>UT Org</td>
<td>Every Thursday; Bowling 5:30 - 6:30 PM, Meeting 6:30 - 7:30 PM</td>
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<tr>
<td>12/12/13</td>
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</tbody>
</table>

This list does not include future reservations for the remainder of the fall semester (including an E+E Video Game Release Party in November), walk in groups that use the space without a reservation or individual patrons that utilize the space throughout the day when it is not being reserved.