Members Present: Dr. Gilbert Contreras, Tom Gallivan, Tom Richey, Danyelle Williams-Manser, Shannon Kaveney, Bernice Watson, Edgar Torres, Suleyma Castillo, Kelly Kwan, Paula Pereira, Mondo Quetel, Brianne Freeman, Johnny Cooper, Amna Jara & Alicia Edquist

1. Welcome and Introductions

a. Dr. Contreras opens meeting, welcoming everyone to the first meeting of the year, and asks all members to briefly introduce themselves and to state what they enjoy about Student Life.

- Tom Gallivan (Acting Chief of Campus Police, Campus Police) – Enjoys walking around and observing Student Life.
- Tom Richey (Operations Manager) – Enjoys the busyness of Student Life.
- Johnny Cooper (Admissions & Records Tech I) – Enjoys working with students.
- Danyelle Williams-Manser (Program Assistant) – Enjoys a chance to get students more involved.
- Shannon Kaveney (Facilities Manager) – Enjoys resolving issues that will result in helping students.
- Bernice Watson (Multimedia Production Specialist II) - Enjoys seeing the hard work of students paying off during Commencement.
- Edgar Torres (Student Rep) – Enjoys the resources available to students and the willingness of faculty to help students.
- Suleyma Castillo (Student Rep) – Enjoys the diversity amongst individual and groups on campus.
- Kelly Kwan (Graphic Designer) – Witnessing success of students.
- AJ (Student Activities Coordinator) – Enjoys the end result (commencement).
- Paula Pereira (Librarian) – As a commencement Marshall it is a very proud and satisfying moment, seeing the students going through the commencement ceremony.
- Mondo Quetel (Bookstore) – Seeing the students proud of their success as they walk through the Bookstore to purchase their cap and gown.
- Brianne Freeman (Bookstore) – Enjoys being a resource for students.
2. **Goals of the Student Life Committee**

   a. **Website** - Coordinate and communicate using different resources.
      - Dr. Contreras – Goal is to support and foster a vibrant student life on campus, through events and activities.
      - Paula Pereira – Educational fieldtrips to museums.
      - Shannon Kaveney – creating connections for students.
      - Mondo Quetel – Wi-Fi network in the Bookstore.
      - Edgar - Inform incoming students about services offered (location of library, campus police, and information about advisement).

3. **Feedback from Commencement 2014**

   a. Dr. Contreras - Commencement is the ultimate goal of everyone on campus from faculty to the student body.
   b. Everyone did a great job, making 2014 commencement ceremony a great success.
   c. Feedback – What worked and what didn’t for 2014
      - Sound and Set-up
      - Logistics of putting event together (using Theatre Group stage instead of renting a stage).
      - There was a big turnout.
      - We need more volunteers and cadets
      - Add staff shirts to easily identify staff members
      - Need authority figures to control irate crowds
      - Create an incentive for people to volunteer (Bookstore gift card)
      - Microphones to direct people in the right direction
      - FAQ list that is posted throughout campus and put in bags when students purchase cap and gown.
      - Committee reaches out to students to gather information on what questions the commencement students have.
      - Ways to create an increase of faculty participation.
      - Make sure students and family are aware of the designated area to meet up with family and friends following the ceremony.
      - Have a prerecorded message before ceremony. Have someone make announcements after the ceremony.
      - Create a system that is easier for students to be aware of commencement deadlines. (eBlast, email, text, bullet point letter).

4. **Commencement 2015**

   - Review Task List
     - All details will be listed by Dr. Contreras and AJ
   - Commencement Speaker
5. **Library**
   - Controlling the noise, food and conduct issues.
     - Dr. Contreras – the issue is being discussed amongst the student Cabinet and Court.
     - Creating more areas for students to hangout
     - Paula Pereira – Students are very loud and disrespectful to staff. They have become irate and make rude comments, if they are told to follow the rules. It is hard for the library staff to enforce rules, because there are too many students breaking them. The culture changed when the computer labs moved.
     - Dr. Contreras – Physical improvements will occur in the near future, with a wall being put up to close off certain areas and the addition of patio furniture in the external area.
     - Creating a 3 strikes rule
     - Student workers in library to spread word
     - Paula Pereira – Hire someone with a presence to enforce rules.
     - Edgar Torres – Students avoid the library because of the noise. There is a lack of places for students to hangout.
     - Paula Pereira – library staff morale is very low due to culture in library.

6. **Food Court**
   - Fresh and natural received a C rating.
   - They have since been re-rated and received what would be an A rating and they are working on receiving the A rating card.

7. **Student Center**
   - Dr. Contreras - We are having conduct issues in the Student Center. Students are playing cards, dancing on the stage, and exhibiting bad behavior.
   - Suggestions – hourly employee to watch students.
   - Tom Richey – New moveable walls are now in Student Center. Issue is, if the stage is closed off by movable walls the door cannot lock, so students are in an area where they cannot be monitored.
   - Dr. Contreras suggested that if walls are up no students should be in that specific area. It is up to the staff to make sure that this is enforced.
   - AJ to Tom Richey – Students have requested chairs in Student Center be replaced, due to their condition (chairs are breaking).
• Need to find out what students want from the space in the Student Center.
• Tom Richey – Should have defined hours.

8. Game Room
• Dr. Contreras – Office of Student Relations has been moved to ID Center (Eastside of Game Room)
• ASCC is discussing the future of the Game Room
  o Suggestions per ASCC- Diversity Center, Stem Center, and Engineering Center
  o The cost of running the Game Room annual is not profitable.
    ▪ Game Room is only being used 30-50 a day in fall.
    ▪ On average it brings in six to nine thousand dollars a year and cost about $60,000/year.
    ▪ Edgar Torres – suggested a hangout station, like a café that will take students from library to new Game Room.

9. Spaces for student use
a. New construction plan
b. Computer Labs
  • Computer labs for students to access technology to enhance our diversity on campus.
  • There are not enough computers on campus for students.

10. Other
a. Campus Safety
  • Tom Gallivan – Posted flyers on subject that has been videotaping bathrooms.
  • Bike theft
    • 17 bikes stolen in October
    • Incidents spread out all over campus
    • Are using under covers to find perpetrator
    • Flyers spread out on how to properly lock up bikes
    • Ulock
    • Encourage students to report strange activity
    • Edgar Torres suggested putting bike racks in heavily populated areas so theft might be less likely to occur.
  • Tom Gallivan, Dr. Contreras and Dr. Johnson will look into more ideas to keep theft down.