

**2016-2017
Student Center
Advisory Council**

Chair

George Greenidge

Briana Printup

Building Managers

Alexis Collier

Information Center

TBA

Greek Life

Femi Akande

Graduate Student

George Greenidge

Graduate Student

Kwamae Mcpherson

International Students
Association Council

Ned Garnier

Multicultural Center

Keith Glaze

Non-Traditional Student

Mary Chestnut

Residence Hall Association

Makeisha Graves

Spotlight Programs Board

Joshua Scales

Student Government

Breana Arbizu

Student Media

Mia Hawley

Alumni Representative

Dr. Elisabeth Burgess

Faculty Representative

Andy Hudgins

Staff Representative

Beverly Gilliard

Student At-Large

Ex-Officio

Boyd Beckwith

Senior Director,
Student Center

Lesia Chandler

HR Coordinator
Student Center

**Meeting Minutes
Thursday, September 29, 2016
Golden Key Board Room, 2nd Floor SC East**

I. Introductions

Guests: Jeannie Cho - Event Planning Mgr., David Murkison – Assoc. Dir., Building Administration

New SC Staff: Gail Sutton – Director for Programs and Student Life, Amy Stehman - Event Planning Coordinator, Alexis Johnson, Asst. Event Planning Coordinator, Dan Hartman - Operations Manager

II. Approval of Minutes from the April 14, 2016 meeting

III. Old Business

- i. 2nd Floor Lounge Furniture – David
- ii. New E-signs for Meeting Rooms – David
- iii. Courtland Bridge Project 2018-20 – Boyd
 - January 2018 (2 year period of building)
 - Adjusted capacity with building based on street accessibility
- iv. Free Speech Zones/Hurt Park – Boyd
 - Library Plaza is only for organization tabling and no amplified noise and Unity Plaza and Hurt Park will house programming.
 - The green space in Unity and Library plaza are designated for Free Speech (our other campus also have designated Free Speech area)

Q. Student in department head meeting said they were talking about closing Courtland building down as a whole to ensure safety because there is an inability to get emergency vehicles in that area. Security on campus, free speech area with demonstrators. Will this stop that access to our campus?

A. Boyd: Legally we have to give them an opportunity for free speech. The green space will be treated differently than Hurt Park and Woodruff Park because those are the city's park and the green space will be ours.

Q. Swipe access is needed for other buildings on campus (i.e. Petit Science Center, Natural Science Center) is there an option to add swipe access to all buildings?

A. Boyd: It is probably built in because of the contents of the building like the Science Center. Also to have swipes to get 100+ students into a building is logistically hazardous. Also LiveSafe App is a free download for students/family to ensure safety.

David: All areas of the Student Center that accept payment have a panic button for emergency

IV. New Business

a. Items for you Information

i. Staffing in the Student Center - Boyd

1. New Hires

- a. SC Operations Manager – Dan Hartman
- b. SC Event Planning Coordinator – Amy Stehman
- c. Director, Programs and Student Life – Gail Sutton
- d. Asst. Director, Student Life – Decatur/Newton – Perry Culverson
- e. Student Life Advisor – Newton, Dr. Lekiesha Jackson
- f. Administrative Coordinator – Clarkston, Michelle Swain

2. Searches

- a. Marketing Coordinator
- b. 2 SAA II - Student Life Advisors – CLK and DUN/ALPH
- c. SAAI – Student Affairs Advisor – Spotlight Programs
- d. SC Custodian, 3rd Shift
- e. Part-Time Secretary - Alpharetta

Questions:

Q. Do the people at Clarkston and the other campus report to you?

A. Boyd: Through Gail, but we do coordinate with Jeff and other staff here. And our Speaker Series can now be streamed to all of the campuses. Also because of fee difference we will never expect Perimeter fees to support the Atlanta experience and vice versa. We try to do what we can—like with the Speaker Series—when we can.

Q. Do Perimeter students have the same PantherCard?

A. Boyd: I believe there is a distinguishing 'U'. However we are also in the process of getting a program that will allow you to swipe the card and know what fees you paid.

Q. Can we access the library at a different campus and vice versa?

A. Boyd: Jeff Steely will be at the University-Wide Senate meeting but depending on how they pay their fees will determine because they aren't allowed to use our facilities (i.e. Recreation Center fees→ they can't access it because they don't pay it. And if you have any suggestions for SGA we would be happy to hear those out.

David: Also Dan—he is new, has been here for a month or so—he wants everyone to know we are hiring. There are open Set Tech/AV Tech positions. Dan will bring us to the next level. Boyd: Also five of our six managers are graduating next year so those positions are open.

- ii. Digital Aquarium relocated to 423 Aderhold/Replaced by CETL Proctoring Lab
- iii. Ray's Pizza is scheduled to open Monday, Oct. 3 in the Bookstore Bldg.

b. Items for Your Consideration

PROPOSAL – Jeannie Cho

Cancellations should be submitted at least 31 calendar days prior to the event date in order to allow another client to use the space. Fees will be incurred for cancellation notices fewer than 31 days.

- a. For notice given between 16-30 days before the event date, the fee would be \$15 per salon or \$45 for the auditorium.
- b. Notice given between 1-15 days before the event date would incur a fee of \$30 per salon or \$90 for the auditorium.
- c. Notice given within 24 hours of the event start time will incur the same fee plus the rental fee for all equipment requested.

OLD POLICY: Cancellations should be completed at least 60 calendar days prior to the event date in order to allow another client to use the space. Fees will be incurred for cancellation notices fewer than 60 days.

- a. 31-60 calendar days' notice will result in \$50 per Salon fee or \$150 fee for Speaker's Auditorium
- b. Fewer than 30 calendar days' notice will result in \$150 per Salon fee or \$300 fee for Speaker's Auditorium

Motion to vote on this by Dr. Burgess. Seconded by Briana. All in favor (10). None opposed. Policy approved.

Jeannie's Information: Event Request Fund

Advisor is not required to be in contact to get accounts approved but are still required when submitting the event request.

Working with IS&T to generate automated issue with sending advisors approval for event request
scevents@gsu.edu → Event Management Office email

EMS – Coming within the next year: Virtual EMS with campus ID and Virtual EMS apps

Review of process with council members

Q. Catering Services online?

A. Jeannie: Because it is under two offices it isn't easy but they are talking about it with the other office.

Motion to approve minutes from last meeting by Femi, seconded by Yemi. All in favor (7). Opposed by none

V. Next meeting dates – Thursdays in SCW 468 -November 10, February 2 and April 6

VI. Announcements

- a. September 30 is Georgia State Night at Woodruff Arts Center
- b. October 17 – 22 homecoming.gsu.edu

- c. At the next University-Wide Senate Meeting will address parking so this meeting needs to stick with Student Center issues.
- d. SGA University-Wide Senate is happening tonight in 100 Urban Life at 7:00 pm
- e. Remember to vote/register to vote

Adjourn Meeting

Greenwich entertains a motion to adjourn the meeting. Motion extended to vote on this by Dr. Burgess. Seconded by Mia. All in favor (10). None opposed. Policy approved. Meeting adjourn at 1:11 PM.