

V.J. and Angela Skutt Student Center Advisory Board
Tuesday, September 6, 2011
Meeting Minutes

Voting Members Present: Students –John-Clyde Edgar, Eric Juszyk, Casey Sutton, Kayla Hathcote, Karen Vanderzaden, Makinzie Vowels, Jozef Pavnica by proxy (Mariah); Non-Students – Teresa Affleck

Non-Voting Members Present: Ryan Lahne, Sara Carter, and Christina Ramirez

Guests Present: Tami Thibodeau (Skutt and Harper Business Manager), Ed Lube (General Manager-University Dining Services), Amber Bruyere (Marketing Specialist-University Dining Services), Marie Peterson (Retail Manager-University Dining Services)

Voting Members Absent: Dr. Katie Hatfield (faculty), Matt Hill (alumni), Margaret Zimmer (Student Activities Office)

Non-Voting Members Absent:

Welcome: Ryan Lahne called the meeting to order at 4:32pm. Lahne gave a review of the agenda.

Introductions

Brief introductions for everyone attending, who you are, what you do, why you decided to be on the Skutt Advisory Board

Committee Overview

We advocate for what goes on at Skutt, we review all Skutt policies and procedures, we provide guidance for general decisions at Skutt. We only make decisions for Skutt, not Harper.

Fall Semester Meeting Dates:

October 4 - 4:30pm-6:00pm, Skutt-East Ballroom

November 1 - 4:30pm-6:00pm, Skutt 209

December 6 - 4:30pm-6:00pm, Skutt-East Ballroom

Role of a Student Center

General gathering place, to study, attend meetings, eat food. Unions were originally a debating society back in the 1800's. Now used as a way to bring the student body together. It is the "living room" of campus.

Skutt Student Center built in 1987, funded by the Skutt family. There have only been two directors at Skutt so far.

ACUI (Association of College Unions International) provides framework about how a student unions are the living room on a campus. Review of "fifty-one facts about college unions" booklet.

Skutt/Harper Administration

Review of Skutt & Harper Organizational Chart – what each person does in each of the centers

2010-2011 Year in Review

You Are Beautiful mural commissioned to hang/place in Skutt, new furniture in different areas of Skutt (Phase 1 of 3), Phase 2 coming up, Mein Bowl added to Wareham Court, new carpet, patio re-done, new fire alarm system, Skutt 104 changed to the Alpha Sigma Nu room, new blinds, frosted windows, white dry-erase board in Rollie's Roost, Blimpie's was updated, Jack & Ed's was updated to have a new coffee shop feel

Creighton Federal Creighton Union was remodeled to give the manager a private office and give the area a face lift. Also a new long-term lease agreement is in the works with CFCU.

Policy review – last year the board reviewed the student center policies. This was done to help unify all policies in both the Skutt and the Harper Centers. New candle policy and new animal & pets policy, updated regular events status, rental usage fees have been updated to be more consistent, cancellation policy updated, and billing procedures have been updated also.

New programming team for Skutt, student employees will create programming for supplemental events to hold at Skutt in order to bring students in to use the center.

New Business:

Sodexo CIQ (Customer Insight Qualification) Review Process

We are in the process of doing a total review of all retail entities on campus (not Brandeis or Becker). Step one was an assessment which included a zip code analysis (already done). Customer preference information was gathered and grouped according to zip code information – a basic overview of what student body likes. Step two will be a survey. Step three will be qualitative focus groups. Step four will be a traffic survey. Three to five year plan. Being done to help us serve our customers better.

Incoming Freshman Banners

Welcome Week Leaders and Joe Eckland proposed hanging a new banner in Skutt. Part of Welcome Week for incoming freshman included signing a large banner with their graduation year on it. Proposal is to hang each incoming freshman class signed banner in Skutt for the four years they are attending, then removing it and hanging it at that class commencement ceremony. The banners would rotate each year and we would have four years hanging at Skutt each year. Another option discussed was to hang at the beginning and end of the school year. Decision was made to hang current “2015” banner and see how it goes for a month or so. Talk regarding banners will continue at a later date.

The Onion

Proposal has been made to carry The Onion publication in Skutt. Discussion as to what the paper is, where it would be located, if our campus would like to have it here. Agree paper is not necessarily for everyone’s taste, but agreed we would like to have it here at Skutt for one year and will be renewed on an annual basis.

For next meeting:

What would make Skutt better? Send three to five items to Ryan Lahne by September 26. We will set our board goals for the next year from these items.

Adjournment: The meeting adjourned at 5:45pm.