# ASUC Student Union Operations Committee

## Agenda & Minutes

**Monday, November 16th 2020**

**9-10 AM, Zoom Meeting Link:**

[https://berkeley.zoom.us/j/92471254788?pwd=U05VaGVYTzRZTFpnS2ZNSEhJdU1NQT09](https://berkeley.zoom.us/j/92471254788?pwd=U05VaGVYTzRZTFpnS2ZNSEhJdU1NQT09)

<table>
<thead>
<tr>
<th>Title</th>
<th>Name</th>
<th>Present</th>
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<tbody>
<tr>
<td><strong>Committee Members</strong></td>
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<tr>
<td>GA Internal Vice President</td>
<td>Liz Lawler</td>
<td>yes</td>
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<tr>
<td>ASUC Executive Vice President</td>
<td>Melvin Tangonan</td>
<td>no</td>
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<tr>
<td>ASUC Senator</td>
<td>Liam Willingham</td>
<td>no</td>
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<tr>
<td>Professor of Nutritional Sciences &amp; Toxicology</td>
<td>Gregory Aponte</td>
<td>yes</td>
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<tr>
<td>SU Director of Facilities</td>
<td>Sharay Pinero</td>
<td>yes</td>
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<tr>
<td>ASUC Undergraduate Rep.</td>
<td>Lydia Zhong</td>
<td>no</td>
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<tr>
<td>ASUC Spaces Director</td>
<td>Elif Sensurucu</td>
<td>yes</td>
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<tr>
<td>SU Director, Marketing &amp; Creative</td>
<td>Katelyn Nomura-Weingrow</td>
<td>yes</td>
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<tr>
<td>Director of Real Estate and Acquisition</td>
<td>Michelle De Guzman</td>
<td>yes</td>
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<td><strong>Ex-Officio Members</strong></td>
<td></td>
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<tr>
<td>SU Executive Director/Associate Dean of Students</td>
<td>Bahar Navab</td>
<td>yes</td>
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<tr>
<td>SU Board Chair</td>
<td>Brian Zhou</td>
<td>yes</td>
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I. Approval of the Agenda 1 min
   A. Katelyn moves to approve
   B. No objections
II. Public Comment 5 min
   A. No current public comment
III. MOU with bridges (link) in regards to reserving event space in the SU 10 min
   A. bridges scheduled to move out of MLK to HFA
   B. bridges would still like to use SU event spaces
   C. SU has asked for a 2 year agreement to allow new events team to revisit policies and practices
   D. SU suggestion to use Bayview in Eshleman more than Tilden in MLK
   E. MOU has a reduction in the use of Tilden, expansion of Pauley requests
   F. Michelle moves to recommend approval to the SU Board
IV. Commercial contracts for MLK and Esh 1st floors 10 min
   A. Open spaces: Eshleman lobby, MLK 1st floor (La Cocina Kitchen spaces, 1 free standing, other 4 combined kitchens that could be walled off into two committees)
   B. Goal: direction from the Ops committee to the Board
V. 4th floor MLK proposal from Latinx Student Community 10 min
   A. Once bridges and QARC vacate MLK 4th floor, the spaces revert back to revenue
B. Do we think that we can bring a commercial partner in this time and place? Or would we like Latinx (or another campus service) to come in and cover costs?
   1. Do we think we could get market rate for it or offer it as a student service
   2. In the past has been used as auxiliary event space, KAPLAN testing
   3. In the past, there's also been interest in co-working space

C. Considerations for safety and use of the open spaces on the 4th floor
   1. If there is going to be an open lounge space, there will need to be staff to manage the space
   2. 

D. Katelyn: concern about finding a commercial vendor right now

E. Sharay has put together rough cost estimates for the space
   1. Would cover operations
   2. Interest in having the space being commercial
   3. Suggestion that cost would cover the open space to rent and manage the open space
   4. Campus use for office space should be paying the same amount the commercial vendor would be paying
   5. Berkeley Way West has mixed commercial and academic but with a clear separation, but the rent is considerable - they pay for
exclusive space including restrooms

F. Contracts in SU are typically 5 years/5 years

G. Interest in knowing more who the initiative is coming from and questions about professional staff

H. Liz will check in w/Bahar asking for clarification about state and origin of proposal

I. Parameters needed to consider any proposal
   1. Flexibility - around the office space
   2. Security
   3. Professional Staff oversight
   4. Reserves - costs to build up operational and capital reserves allocation

VI. Updates

A. Questions & Processes for vendor proposal
   1. Guide the SU Ops committee can work to develop for existing and prospective vendors
   2. What successes and lessons have we learned in other comparable locations?
   3. The plan should show what they offer, why they think there is a demand of their offering in the Student Union, and price points they believe they can offer customers, and what rent would like us to consider.

B. Assignments from the Board

VII. Recommendations to the Board

A. MLK spaces
1. 1st floor
   a) Space 1 (118): Hold space for basic needs?
      (1) Ops recommends holding the space (118) for basic needs until March 2021
   b) Space 2 (114-112A): Do we accept existing proposal or RFP?
      (1) Ops recommends that conversations with the existing proposal continues but needs to have sourcing clarified
      (2) Ops recommends recommends clarification on the rent and having clarification around their expectations of rent forgiveness
      (3) Ops recommends clarification around the exact space requested

2. 4th floor
   a) Any proposal from a campus partner will need to address certain parameters
      (1) Parameters needed to consider any proposal
         (a) Flexibility - around the office space
         (b) Security
         (c) Professional Staff oversight
         (d) Reserves - costs to build up operational and
capital reserves allocation

(e) Campus Service - how are they serving the campus

(f) Debt service allocation

(g) Identify funding sources and longevity

3. Eshleman 1st floor

   a) Ops wants more details

      (1) What is their proposed rent?

VIII. Forward to next meeting:

   A. 107 (Pinky & Reds)

      1. Do we hold this space for existing vendor until they can meet the rent expectations or do we start advertising as an space for other vendors?

   B. Utilizing a broker for soliciting vendors?

IX. Adjournment