FINAL APPROVED: October 12, 2004

# UNDERGRADUATE STUDENTS ASSOCIATION COUNCIL

Tuesday September 28, 2004 417 Kerckhoff Hall 7:00 P.M.

PRESENT: Avila, Bhuiyan, Chan, Gaulton, Gruenberg, Lee, McLaren, Martinez, Nelson, Ohara,

Palma/Saracho, Tripathi, Tseng, Villarin, Vu, Williams, Wood

ABSENT: Kurita, Tuttle,

GUESTS: Brian Neesby, Nicolas Taborek

- I. A. Call to Order
  - Palma/Saracho called the meeting to order at 7:05 P.M.
  - B. Signing of the Attendance Sheet
    - Ohara passed around the Attendance Sheet
- II. Approval of the Agenda
  - Bhuiyan asked to be added to the Officer/Member Reports.
  - Lee asked to be added to the Officer/Member Reports.
  - Lee moved and Tseng seconded to approve the Agenda, as amended.
  - <u>Avila called for Acclimation</u>. <u>Palma/Saracho asked if there were any objections to approval by Acclimation</u>. <u>There being none, the Agenda was approved, as amended, by Acclimation</u>.
- III. Approval of the Minutes
  - There were no Minutes this week.
- IV. Special Presentations
  - There were no Special Presentations this week.
- V. Appointments
  - There were no Appointments this week.
- VI. Fund Allocations
  - Ohara said that 2 of the 7 recommendations were via her discretionary authorization. She said that the total amount requested this week had been \$4,835.33 and that \$2,755.51 had been recommended.
  - <u>Avila moved and Gruenberg seconded to approve the Contingency Fund Allocation Recommendations.</u>
  - Wood called for Acclimation. Palma/Saracho asked if there were any objections to approval by Acclimation. There being none, the Contingency Fund Allocation Recommendations were approved by Acclimation.

**S P** - Sigma Pi

Requested: \$610.00 Recommended: \$237.00 In compliance with the discretionary authorization granted to her in the 2004-2005 Finance Committee Guidelines, Ohara recommended the allocation of \$237.00 for the partial cost of Advertising for Fall Recruitment taking place from September 28<sup>th</sup> to October 5<sup>th</sup> 2004.

#### **ZBT** - Zeta Beta Tau

Requested: \$1,000.00 Recommended: \$474.00

In compliance with the discretionary authorization granted to her in the 2004-2005 Finance Committee Guidelines, Ohara recommended the allocation of \$474.00 for the partial cost of Advertising for Fall Recruitment taking place from September 28<sup>th</sup> to October 5<sup>th</sup> 2004.

# **CSC / Project Literacy**

Requested: \$594.80 Recommended: \$594.80

The Finance Committee recommended the allocation of \$594.80 for the cost of Transportation for the Read, Write, Act Conference to be held from on October 1<sup>st</sup> and 2<sup>nd</sup> 2004.

## Samahang Pilipino

Requested: \$300.00 Recommended: \$300.00

The Finance Committee recommended the allocation of \$300.00 for the cost of Honorarium for the Welcome Reception to be held on October 7<sup>th</sup>, 2004.

# Community Service Commission Requested: \$298.25 Recommended: \$298.25

The Finance Committee recommended the allocation of \$298.25 for the cost of Facilities for the 2004 Fall Staff Retreat to be held from October 8<sup>th</sup> to 10<sup>th</sup> 2004.

### **UCLA Dance Marathon**

Requested: \$401.46 Recommended: \$401.46

The Finance Committee recommended the allocation of \$401.46 for the cost of Facilities and Supplies for the Fall Steering Committee Retreat to be held from October 8<sup>th</sup> to 10<sup>th</sup> 2004.

# USA General Representative 3 Requested: \$1,153.02 Recommended: \$ 450.00

The Finance Committee recommended the allocation of \$450.00 for the partial cost of Facilities for the USA General Representative Staff Fall Retreat to be held from October 8<sup>th</sup> to 10<sup>th</sup> 2004.

# VII. Officer and Member Reports

## **Community Service Commissioner – Crystal Lee**

- Lee said that the CSC is having a recruitment barbeque, which would be held on October 13<sup>th</sup>, from 5:00 – 7:00 P.M. at Sunset Recreation Center. Lee asked if any members or staff of council who were R.A.s (Resident Advisors) would please bring their residents, and added that the event would be further advertised in the Daily Bruin. Lee said that the first CSC event of the year would be Community Service Day, to be held on Saturday, October 23<sup>rd</sup> from 10:00 A.M. – 3:00 P.M. She said that last year she had talked about unifying the community service groups on campus, and that this

was the underlying idea behind Community Service Day. Lee hoped that this event would help bring together such groups as the Community Service Commission, CPO, Alpha Phi Omega, and more. She said that this day was an opportunity for the groups to come and work together to give something back to the campus and the community. Lee said that the event included free breakfast, lunch, and transportation for all participants, and again stressed to council how important it was to get the word out about the event.

## Cultural Affairs Commissioner - Shantanu Bhuiyan

- Bhuiyan said that during Week 1 of Fall Quarter, on Monday October 4<sup>th</sup>, there would be a concert given by "Squidworth", and he assured council that nobody had ever heard of them. Bhuiyan said that during Week 2 of Fall Quarter, there would be a Jazz performance on Monday night at 9:00 P.M., and he said that the group would be referred to as "The Untitled Quartet", since they did not have a name. Bhuiyan said that there would be a concert on Thursday of Week 3, from 7:00 9:00 P.M. He said that this performance would be given by guest disc jockeys and that he himself might even make an appearance. Bhuiyan said that his office would be tabling these events on Bruin Walk starting this week and continuing every Thursday. He told council that if they had fliers that they wanted distributed to get them to him.
- Chan asked if emails would be sent out notifying council of these events.
- Bhuiyan said that there would be emails. He also added that at concerts there would be someone present from the External Vice President's Office working on voter registration.

## Chancellor's Representative to Council - Berky Nelson

- Nelson said that unfortunately, Dr. Tuttle couldn't be present at the meeting. However, Nelson wanted to make an observation about Welcome Week, and congratulate council on an outstanding job. Nelson told council that hints were being dropped that in the future, administrators at Murphy Hall might be willing to chip in some money to help USAC with the events they organize for welcome week. Nelson said that from the perspective of the administrators, if new students don't have things to do, then they will find things to do, and unfortunately they will most likely make poor choices about this. With regard to Black Sunday, Nelson said that he was out in the North Village on Sunday night, and the fraternities were cool, but the apartments unfortunately were not. Nelson hoped that if wholesome activities were offered instead, these would not only attract the new underclassmen but also lure some of the upperclassmen onto campus for the night. Nelson said that USAC has done a phenomenal job thus far, and they should know how proud the administration is.

#### External Vice President - John Vu

- Vu said that last Tuesday, folks left from the USAC meeting and went to San Francisco, where they arrived at 6:00 A.M. Vu said that in the evening, there had been a dinner for the Council of Presidents. Vu said that the presidents had met together to eat and talk, and added that the dinner was very "shammy". Vu said that he and Palma/Saracho had talked with administrators from other campuses. He said that the following day, the regents had voted on the eligibility issue. He said that he and other lobbyists were trying to prevent the raising of the GPA requirement from 2.8 to 3.0, but despite their efforts the UC Regents had decided to raise the GPA requirement. Vu said that the implications for this are real, and that it is now that much harder to get into a UC school. Vu was very disappointed, but said that the next Regents meetings would be here at UCLA, on November 17<sup>th</sup> and 18<sup>th</sup>, and that he would update council more on that later.
- -Nelson asked if there was discussion on how many students would now be affected by the GPA change, and also whether or not there was any discussion about certain demographic groups that would be affected by this more than others.

- Vu said that studies exist showing that students of color will be greatly affected by this, particularly African Americans, Latinos, and American Indians. Vu also said that at the end of the study, the point was made that minorities were especially benefited. However, Vu pointed out that a major flaw in this study was the grouping of all different Asians into a single category, thus confounding the statistic.
- Palma/Saracho added that the UC Regents were seeking to attain an eligibility rate of 12.5 percent. However, he said that studies indicate that this will only rais e eligibility by roughly .3 percent. Palma/Saracho also said that these studies have been further criticized for overestimating, thus the changes could actually be lowering eligibility, rather than raising it.
- Vu added to this point by explaining that the margin of error was now much larger, allowing for the actual numbers to potentially deviate even farther from the intended statistic.
- Palma/Saracho said that his group was arguing that if the changes were made and more qualified students might now actually be ineligible, then 700 new incoming students could potentially be lost. He said that the Regents responded to this by promising to readjust the changes the following year, but Palma/Saracho said that this nonetheless neglected an entire graduating class that might be unfairly denied admission. He also told council that the State Controller and Lieutenant Governor were on the side of USAC and the other lobbyists, which was refreshing to see. According to Palma/Saracho, the demographic most affected would be African Americans at a rate of 20. He concluded by telling council that the vote to raise the GPA requirement was around 9 to 6.
- Gruenberg said that he had read where one Regent had said that this option would have the least effect on impacted minorities.
- Palma/Saracho further said that many steps to increase eligibility have already been taken, and these steps have not been given a fair chance to see what effect they have, especially with such a large margin of error. He said that a second argument against raising the GPA requirement was that alternative options were not released to the lobbyists, so if another step *was* necessary, they were not even given all the options to decide for themselves.
- Vu said that the new policy would affect the incoming class of Fall 2007. He said that on a lighter note, the Get Out the Vote campaign had registered 200 new voters to date. Vu said that there would be a large push to increase this number up on the hill, with 7000 residents targeted. He said that he was working with R.A.s (Resident Advisors) to make sure they register the residents. Vu said that the goal was to get at least 3000 new voters signed up. He told council that a meeting for the project would be held on Thursday, September 30<sup>th</sup>, at 10:30 A.M. in the External Vice President's office. Lastly Vu told council that the Students of Color Conference would be after the USAC Open House.

### **Internal Vice President - Darren Chan**

- Chan said that he had met with administrators and with UCPD about planning for the Spring Event. He said that some of the issues discussed were increasing accessibility on campus, dealing with security, deciding where to hold the event, and more. He said that the administration was encouraging USAC to pursue this event in an attempt to unify the campus, and that they were offering suggestions about what should be done with the facilities. Chan said that the next meeting for the ORL Leadership Program was being held next week, and asked council to please submit descriptions of their offices so that the potential ORL interns can decide which office they would like to work in. Chan said that an email reminder would be sent out, and that a brochure would be assembled with this information. Lastly, Chan said that two people still owed him money from the retreat and asked that they please pay him.
- Tseng asked what the purpose of the Spring Event was.
- Chan said that there were two primary focal points. He said that the first point was to unify the campus, both through putting on and attending the event. He said that the

second main point was to raise money for UniCamp. Chan said that this event was formerly called Mardi Gras, and though it may not be called that this year, it would still be in the same spirit. He said that the event used to be held on the north field and the IM field. He said that it had existed 10 years ago complete with a ferris wheel and other rides. Chan said that since they might now be dealing with a smaller space, this may be impossible to fully reproduce.

- Nelson asked if the general public would be invited to this.
- Chan said that was one thing Nancy Greenstein from UCPD had discussed with him. He said that the security costs would increase dramatically if the event were opened to outsiders. He said that Greenstein was going to get him a cost estimate of the various possibilities. Chan said that security fees of groups such as Yellow-Jacket Security have increased as well over the last ten years, so this would be another factor to contend with.
- Nelson asked if the reasons why Mardi Gras had been shut down were discussed with Chan.
- Chan said that they had, but he and other administrators spoke about how the demographic of UCLA and the surrounding community had changed in the last 10 years. He added that restricting the event to only students, faculty, and staff would also probably be better financially and logistically.
- Bhuiyan asked what venues were being considered.
- Chan said that this had not yet been decided, and he did not want to commit to any place before the plans had been finalized.
- Gruenberg asked about the possibility of partnering with other campuses.
- Chan said that an event taking place over this many days would require lots of help from students, and added that he was looking strongly to the Greek community to man booths and hold events.
- McLaren asked Chan if the details of the ORL Leadership Program had been worked out yet so that the ORL interns and the USAC officers would both know what was expected of them.
- Chan said that the document was being finalized, and that a selection process for the interns and also the requirements of the interns was being drafted. He hoped that this document would be complete by Thursday.

## President - Allende Palma/Saracho

- Palma/Saracho said that the UC Regents meeting last week was productive, despite the fact that the ultimate decision was disappointing. He said that, overall, some of the highlights included were: 1) The amount of press and the questions that they were asking. 2) That a few of the Regents were exceptionally supportive and studentfriendly, both at the dinner and at the meeting. Palma/Saracho said that they were very receptive to the students, and he found it very encouraging to have Regents who listen. Palma/Saracho also said that Friday was filled with meetings. He said that at one of the meetings, Patricia O'Brian, the executive dean for "The College" went over USAC's various Action Agenda Items. Palma/Saracho also said that Martinez spoke with her about the experimental college, and that she was very supportive. He also said that she seemed very excited about service learning, and wanted the message sent out that she should be invited to events with large attendance. Palma/Saracho said that a follow-up with her was approaching, and that before that data collection would be done for ECP. Palma/Saracho said that immediately following the meeting with O'Brian. another meeting was held but this time with the student organizations that were denied Base Budget funding. He thanked all of the council members who attended, and said that the meeting was much needed. Palma/Saracho said that he thought it had gone well, and had been good for everyone overall. He said that he had thought that folks needed to hear from one another, to know how USAC felt, and to talk about the issue at hand. Palma/Saracho said that Chan had helped facilitate the conversation, and asked for people to please follow-up with the groups who need resources that USAC had to

- give. Palma/Saracho said that after that meeting had been one with the ASUCLA Board of Directors about the future of Taco Bell at UCLA.
- Williams said that he thought it had gone well, and that the whole exchange had been really unprecedented. He said that the vice president of Taco Bell had been on the phone with the board for at least an hour and half, showing that this board was truly respected across the country. Williams said that it had been good to listen to both sides, and he thought that the board had acted very professional and controlled.
- Palma/Saracho said that Lowenstein had commented on the bringing together of the groups, and how in making negotiations this had been very helpful.
- Williams said that the decision regarding the future of Taco Bell at UCLA would now return to the Services Committee.
- Nelson asked if the discussion by the Board of Directors helped reconcile the differences between Taco Bell's management and the labor union.
- Palma/Saracho said that both were present and willing to come to an agreement. He added that although it was a frustrating process, the Board of Directors got people talking and ready to deal.
- Williams said that Taco Bell feels like they are being singled out. However, despite this he said that they have come a long way. Williams said that last year, Taco Bell really didn't care that they were being attacked by USAC, but the board has stayed on them, and now they are starting to come around. He noted that Taco Bell would not lose much money if they were to lose this location, but they seem genuinely interested in sorting this situation out. Williams said that Taco Bell themselves said that they have made lots of changes and actions because of ASUCLA's efforts. Williams said that he felt like the two groups were coming closer together to work on the tomato problems in Florida. He said that labor laws in Florida are tough, and hard to beat, but Taco Bell wants the boycott lifted, so they are willing to work with USAC on this. Williams said that Taco Bell also talked about what they want to see from ASUCLA, as they made the point that they are running out of things they can do to remedy the situation.
- Moving on, Palma/Saracho said that tomorrow would be the Student Affairs Governance Day, and that he had just received the agenda. He said that the day would begin at 9:30 A.M. at Tom Bradley Hall and go to 11:00 A.M. as a time for breakfast and a general mingling with administrators and also Jared Fox and other Graduate Student Association (GSA) officers and leaders. After breakfast, Palma/Saracho said that there would be opening comments by Janina Montero, followed by an 11:00 A.M. to 12:00 noon session with Steve Olsen, the Executive Vice Chancellor. Palma/Saracho said that Olsen would likely talk with the groups about fiscal issues. followed by questions at the end. Palma/Saracho said that 12:00 noon to 1:00 P.M. would be for lunch, attended by council and administrators. He pointed out that this would be a good time to talk with particular administrators if people were interested. Palma/Saracho said that after lunch, GSA and USAC would split up to talk about their respective issues. He said one of the issues planned for discussion was the Experimental College Program. Palma/Saracho said that there would be a question and answer session held by the chancellor from 2:00 P.M. to 3:00 P.M., attended by both USAC and GSA.
- Gruenberg asked if most administrators would be coming and going, or if they planned to be there the whole time.
- Palma/Saracho said that some would come and go, but emphasized that the chancellor would try to be there for more than just the question and answer session.
- Palma/Saracho said that on Thursday, he would be attending the Board of Governors meeting with Chan and Vu. He said that this would be followed by a dinner right after, then the annual General State of the Campus address by the chancellor. Palma/Saracho said that the meeting would go from 4:00 P.M. to 6:00 P.M, and the address would be from 6:00 P.M. to 8:00 P.M. He also said that USAC internship applications for the president's office would be given out at the open house tomorrow night. He said that the internship includes taking a class, then followed by big events in the winter. Palma/Saracho asked council to please send him a list of events and

- projects that their offices would be working on in the coming year so that the interns could see which offices appealed to them. He also said that there would be a brief introduction to the internship 4<sup>th</sup> week. Lastly he said that the applications were due at the end of 3<sup>rd</sup> week.
- Lee asked about the open house to be held the next night (September 29<sup>th</sup>).
- Palma/Saracho said that Wood could better talk about the ASUCLA things. However, he said that the USAC Open House would be from 5:00 to 8:00 P.M. Palma/Saracho said that the central location would be the Grand Salon. He said that at 5:00 there would be a meet and greet for 15 minutes, with introductions by council beginning at 5:15. He asked council to please give their names and a brief office description. Palma/Saracho also said that they should let students introduce themselves, perhaps with an icebreaker at 5:30. He said that the tours would begin at 6:00, and that there would be different food and beverages present provided by ASUCLA. Palma/Saracho also said that the groups on tour should be roughly 8 to 10 people, but that a better number could be decided when they saw the turnout. Lastly he also recommended that the tours be staggered to include everyone that might be coming in late and also keep the congestion to a minimum.
- Gruenberg asked if the council would not be in their offices during the tours.
- Palma/Saracho said that council should decorate their offices with available information and forms, giveaways, and food. He recommended that everyone have staff in the office at the time of the tour, but he wanted council members to actually give the tours.
- McLaren asked if the tour would include introducing students to the study lounges in Kerckhoff
- Wood said that ASUCLA would be giving away coffee and pastries in an effort to emphasize the study lounges. She also said that ASUCLA would be distributing information on Welcome Week parties that they are hosting, such as Back to the Beach. She asked if council could try to include the study lounges in their tours. Wood said that other groups might also be situated around the lounge giving out information to the students on tour.
- Palma/Saracho said that last year the council members led the tours and the staff in the offices had given brief presentations to the visitors.
- McLaren said that, last year, each office had a signup for interested interns.
- Palma/Saracho said that the application has been changed so that the tours can allow people to tour offices and sign up there. He also said that the 4<sup>th</sup> Week orientation session would also give them a second chance to see the offices.
- Wood said fliers had been passed out at Convocation.
- Palma/Saracho said that last year, the turnout had been much higher than they expected. He also noted that people came at different times, so he asked council if after giving tours they would go down to the Grand Salon to see if more people are coming by.
- Wood said that people could come help put up signs for open house after Governance Day.

#### VIII. New Business

- \* Welcome Week Presentation
  - Wood said that as a reminder, ASUCLA was currently having a Sale-A-Bration in Ackerman. She said that groups would be tabling for USAC's open house tomorrow, and asked if anyone could relieve the tablers from 9:00 11:00 A.M.
  - Lee added that a special was being offered at the Coop, with Pizza and a drink being sold for only \$2.00.
  - Wood said that ASUCLA had offered to provide food for USAC offices, and she asked that people please show up at least by 4:30 P.M. to prepare the offices for open house.

- Palma/Saracho said that if council members cannot be there in person, they should at least have someone from their offices present to open the office so ASUCLA could set up the food.
- Wood said that on Thursday and Friday a booth would be set up on the terrace for ASUCLA's Back to the Beach party. She said that the party would include henna tattoos, free food, live music and prizes. Wood said that a tent would be set up with information, and that this could be passed along to the tablers. Wood recommended the Back to the Beach party as a good time and place for giveaways and t-shirts.
- Gaulton said the carnival went really well and thanked council for all their work.
- Wood again thanked everyone for their help at the carnival. She said that lots of administrators had come up and said nice things along with ideas for how to improve it in the future. She said that she would send out an evaluation to council, so that they could give feedback for the next time.
- Gaulton said that it had been too bad about having to cancel the band, but that it had to be done. He added that the dance, however, had been very successful, and suggested perhaps making it the focus of the festivities in years to come. He thanked everyone for all of their help, and said that the event had been so successful that there was even talk about extending the event to the next day. Gaulton recognized the difficulty that comes from competing with Black Sunday parties, but said that this would be a great program for years to come. He said that the final cost estimate was not out yet, but that he would keep council posted and let them know once he knew.

#### IX. Old Business

- \* Revisiting of August 17, 2004 USAC Minutes
  - Ohara said that she had included her edits to the minutes of August 17, 2004 in the Agenda Packet for council to review and approve.
  - Gruenberg asked if this is what she had actually said, or if these were clarifications and additions.
  - Ohara said that a few were actual errors, suggest those changes listed on pages 5 and 6, but that some clarifications were added elsewhere.
  - Gruenberg said that he had asked because, in his opinion, edits to the minutes are usually minor and it seemed to him like these changes incorporate a good deal of reflection and clarification. He suggested that rather than editing these into the old, already approved minutes, that they rather be added to the minutes of tonight's meeting. Gruenberg stressed that the Minutes are supposed to reflect what actually happened, not what was intended.
  - Palma/Saracho pointed out that it has been such awhile since these minutes
    were actually dealt with, council needed to remember that, in hindsight, these
    minutes should have not been approved in the first place without Ohara
    present.
  - Gruenberg said that he agreed and saw the need to make these changes, but he asked that this be something that is kept to a minimum, as it devalues taking the minutes.
  - Palma/Saracho agreed, but said that since the presentation in question was so in-depth, it is easy to understand why some statements may have not made it into the minutes.
  - Williams added that he recalled Ohara as having said, essentially, what she was asking to have the minutes changed to. He said that perhaps her comments had been overly-paraphrased in the minutes.
  - Gruenberg asked if the council minutes had ever been recorded on tape.
  - McLaren said that they the meetings have usually been recorded. She explained that the old tape recorder had broken last year, and that they had

recently purchased a new one. As an aside, she said that the Budget Review Committee had used the new recording machine to tape all of the Base Budget hearings. She said further that, as soon as she and Michael learned how to use the new recorder, they would begin taping all of the Council meetings. She said that the USAC Minutes Taker had never been required to prepare verbatim transcriptions of the tapes because it was often difficult to know who was speaking with so many Council members at the table.

- Palma/Saracho said that he didn't think that a verbatim transcription was necessary because it wouldn't be worth the time.
- McLaren said that, one year, they had even looked into using a professional court stenographer, but it would have been very expensive, and the turnaround time was far worse than what council was used to right now. McLaren agreed that in the future, minutes should be tabled if someone who made a presentation was not present to review and amend those minutes as necessary.
- Palma/Saracho said that should be the lesson learned today. He told council that in case he missed it in the future, anyone should feel free to point it out if someone was not present to review his or her remarks.
- Gruenberg said that he believes that, to date, the minute-taker had been more than accurate.
- Palma/Saracho asked if there was a motion to approve these new changes to the minutes.
- Lee moved and Wood seconded to approve the changes to the minutes of August 17, 2004.
- McLaren asked why "educational" was in brackets on page 6.
- Ohara said that is how she wanted it presented in the minutes.
- Palma/Saracho said that Tuttle had indicated during the meeting that the word choice should have been educational rather than academic. He suggested that perhaps this be added in the minutes.
- <u>Tseng called for Acclimation. Palma/Saracho asked if there were any objections to approval by Acclimation. There being none, the changes to the minutes of August 17, 2004 were approved by Acclimation.</u>

## X. Announcements

- Gaulton said that there would be activities tomorrow from 8:00 P.M. until late in the Ackerman Grand Ballroom. He added that after 11 months, the Campus Events Trailers had finally been picked up and would be debuting tomorrow. Gaulton said that this Friday would be the showing of the movie "Friday Night Lights", and to let him know if anyone on council wanted on the list. Lastly he said that October 5<sup>th</sup> would be the block party, but more info would come on that later.
- Bhuiyan asked about Michael Moore.
- Gaulton said that he would be here on Tuesday, October 12<sup>th</sup>, starting some time between noon and 2:00 P.M. Gaulton said that admission would probably be charged, but that was still undecided.
- Gruenberg announced that his office would begin its Book Lending Program on Monday, and told council that if they wanted popular books, they should apply early because those would go quickly.
- Tseng asked if members of council got priority on the books.

Everyone assembled laughed at this.

- Palma/Saracho asked if there was a sign-up for book-lending.
- Gruenberg said that there was a sign-up sheet on his door, and added that it had been rather hectic lately. He said that all of 1<sup>st</sup> Week, his office hours would be 1:00 3:00 P.M., but that they could be extended if the situation required it.
- McLaren asked if there would be time to update the database of available books.
- Gruenberg said that his office would be picking up another 15 boxes of books soon, so that keeping the database updated was very difficult. He said that nothing that would be online would be totally up-to-date.

- XI. Signing of the Attendance Sheet
  - Ohara passed around the attendance sheet.
- XII. Adjournment
  - Martinez moved and Tseng seconded to adjourn.
  - Tseng called for Acclimation. Palma/Saracho asked if there were any objections to approval by Acclimation. There being none, the meeting was adjourned at 8:33 by Acclimation.

Respectfully Submitted, Michael Keesler USAC Minutes Taker