

HUMBOLDT STATE UNIVERSITY

University Space & Advisory Committee

Minutes

University Space & Facilities Advisory Committee

MEETING LOCATION: Zoom Meeting (COVID-19)

MEETING TIME: Friday, May 28, 2021, 11:00AM-12:00PM

Present (x):

x	Shahrooz Roohparvar	x	Genevieve Marchand
x	Beth Eschenbach		Kristen Gould
x	Bethany Rizzardi	x	Kelly Kime
x	Michael Fisher		Franziska Daumberger
x	Katie Koscielak	x	Travis Fleming
x	Wendy Sotomayor	x	Bella Gray
x	Dale Oliver	x	Deirdre Clem
	Steve St. Onge		Kassidy Banducci
x	Josh Callahan		Liz Whitchurch
x	James Woglom		

1. Previous Meeting Notes

- a. [April 30, 2021 meeting minutes](#) attached for approval

2. AY2021 USFAC Details

- a. USFAC Reporting (Senate)
 - i. Jim is producing an end of the year report and will include details related to the restructuring of USFAC under URPC.
- b. [Website update](#)
- c. Vacant seats/[membership terms](#)
 - i. Welcome Shahrooz Roohparvar to his first meeting as co-chair

3. USFAC Subcommittees

- a. Communications Subcommittee - Liz Whitchurch
 - i. Updates to the website to include latest space request call will be conducted
 - ii. A portal message coming out of the President's office (via Sherie Gordon) is forthcoming once the website is updated with current space request statuses.
 - iii. We're contacting other requestors who have received allocations (aside from SU/EM/AS).
 - iv. We're contacting the division leads regarding requests that were not approved to determine
 - v. We need to determine the schedule for the next call timing, and when to announce it.

- b. Public Art Working Group - Jim Woglom
 - i. The student is painting the CNRS mural and it should be ready for installation soon
 - ii. The City of Arcata reached out to Brittany Britain (gallery manager) about art on the bridge from G Street to LK Wood and Caltrans is ok with it (it's their right of way).
- c. Landscape Working Group - Liz Whitchurch
- d. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
 - i. President Jackson notioned a naming opportunity for President McCrone. Science D was an option, and the Naming Committee moved to proposed this option.
- e. Facilities Use Subcommittee (on hold) - Sports Facility Scheduling Committee coordination
 - i. Central scheduling will be under this committee once it's active. The members need to be established.

4. Space Request Process

- a. Update on current space allocation progress
 - i. UC - Nelson Hall Review
 - 1. Includes Student Union, AS (programs too), Enrollment Management. Stakeholders are still reviewing the proposed allocations and improvements.
 - ii. Project Rebound
 - 1. moving into NHE 112, 114
 - iii. Trio-EOC
 - 1. Trio didn't receive grant funding so they withdrew their request
 - iv. Anthropology - BSS 1st floor
 - 1. The Department will be preparing a proposal amendment that details why they need the space (capacity)
- b. Discuss Space Request [Process Matrix](#) topics
 - i. Bethany, Katie, Jim, Beth, and Mike volunteer to create a subcommittee to start the process improvements.
- c. Note: The President's office has approved of the USFAC's recommendations for the AY20-21 Space Request Call on 5/27/21

5. Space Management

- a. Vacated space
- b. Allocation changes - the space request process is different from the allocations listed below. If a reallocation is accepted by two or more divisions/departments, it comes to us to review outside of the space request process.
 - i. West Gym - All School from UC
 - 1. The goal is to have this reallocated to a centralized management (All School). The space won't be off limits to classes anymore.
 - 2. Rooms 125 and 126 are also going under central scheduling. Can these be used for Space Request #72 Dance Program Student and Support Space?
 - ii. Forbes Gym - All School from Kins
 - 1. The goal is to have this reallocated to a centralized management (All School). No restrictions for scheduling (academics or event). Has Kinesiology been notified? Mike Fisher will check.
 - iii. HBAC - 2nd Floor, 1st floor Allocation changes
 - 1. This is not an action item for today. The plan is to move ADV from NHW to HBAC. It includes 13 occupants from NHW to HBAC in addition to 2-3 Center Activities and student assistants already at HBAC. ITS would like to know

exactly how many people are moving so they can order phones, etc. The timing is expected to be near beginning of the Fall Semester

2. This was a Presidential directive originally. USFAC does still have purview but this reallocation does not need to go through the space request process.
- c. Capacity changes

6. Action Items

- a. 1.a. April 30, 2021 Minutes approved
- b. 5.b.i. Allocation changes Forbes Gym
- c. 5.b.ii. Allocation changes HBAC

7. Special Topics

POTENTIAL FUTURE TOPICS

- Determine, in partnership with URPC, funding for instructional spaces (Holly)
- SFDB (Space Facilities Database) Update
- Physical Master Planning
- Cal-Poly Self Study

ATTACHMENTS & LINKS

- [April 30, 2021 meeting minutes](#)

REMINDER- Next USFAC meeting is Friday, June 25, 2021, 11:00 AM -12:00 PM, Zoom Meeting