

CAL POLY HUMBOLDT

Minutes

University Space & Facilities Advisory Committee

MEETING LOCATION: Zoom Meeting
MEETING TIME: Friday, July 29, 2022, 11:00AM-12:00PM

Voting		Non-Voting	
	Sherie Gordon	x	Travis Fleming
x	Bethany Rizzardi	x	Bella Gray
x	Michael Fisher	x	Deirdre Clem
	Katie Koscielak		Kassidy Banducci
x	Wendy Sotomayor		Elizabeth Whitchurch
x	Eric Riggs		
x	Steve St. Onge		
x	Josh Callahan		
x	James Woglom		
	Kristen Stegeman-Gould		
	Josefina Barrantes		
	Cooper Jones		

Quorum (6 or more) - yes

1. **Previous Meeting Notes**
 - a. [June 3, 2022 Minutes](#) - approved
2. **AY2021 USFAC Details**
 - a. USFAC Reporting (Senate) - nothing to report
3. **USFAC Working Groups**
 - a. Public Art Working Group - Jim Woglom
 - i. Vote to approve PAWG's recommendation for approval for the Hispanics in STEM Mural developed by the HSI Committee to be installed on an exterior wall of Science C - approved
 - b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
 - c. Facilities Use Working Group - Mike Fisher
 - i. CES Guidelines are live and in use by CES. Standard operating procedures are in production by the CES team.
 - d. Landscape Working Group - Liz Whitchurch
 - i. Status Update: Co-Management and Shared Maintenance Agreement for Native American Studies Rou Dalagurr Food Sovereignty Lab & Traditional Ecological Knowledges Institute: The Landscape and Tree Advisory Subcommittee finished the shared maintenance and

comanagement agreement and it's out to LTAS now. Hoping to sign early next week and press release will accompany.

- e. Space Process Implementation Working Group - Deirdre Clem
 - i. This working group will reconvene in the fall semester to review update(s) to the space policy, creation of standard operating procedures, and other process improvement assignments.

4. Space Management

- a. Vacated space
 - i. Potential: GH 210 C, D, E, F current CAHSS Dean's suite. To be vacated (All School) as Dean moves to first floor GH
- b. Allocation changes
 - i. Informational: External space allocation surrounding BSS/CCAT was approved by the President on July 6, 2022 to Native American Studies Rou Dalagurr Food Sovereignty Lab & Traditional Ecological Knowledges Institute. The Facilities Link Grounds module build-out is in process and this space will be added.
 - ii. NHE 212, 212 A and 212B from Retention Through Academic Mentoring (Academic Affairs) to Cultural Centers of Academic Excellence professional staff for Umoja and El Centro (Enrollment Management). RAMP moved to Library, thus opening these three spaces, which have been temporarily occupied by Project Rebound. It is recommended that the CCAE submits a space request when the call opens in the Fall to ask for this space for the three new advisors. This will be a temporary allocation now until the space request process concludes.
 - 1. Wendy Sotomayor and James Woglom supports this allocation so all multicultural centers are in one place
 - 2. Vote: quorum approved
 - iii. NHE 112/114 from Alumni Relations (Development) to Project Rebound (previous [Space Request #73](#)) under TRiO (Enrollment Management) (move from upstairs NHE 212)
 - 1. Vote: quorum approved
 - iv. NHE 116/118 /and/or 120 from All School to Place Based Learning Center (EM). They will be housed within the new Engineering and Technology building once built in a couple of years. This will be a temporary allocation exceeding the space policy time limits for temporary. Eric Riggs indicated that PBLC might be centralized eventually, and NHE may be an appropriate space long term.
 - 1. Wendy Sotomayor has asked CES to see if these spaces are reserved already for the next semester. USFAC will postpone this vote in order to give time to CES to gather reservation data.
 - v. SBS 305/307 from PBLC to Administrative Affairs (Deirdre Clem to identify umbrella department with Kat Goldenberg for Facilities Link update).
 - 1. PBLC does not need to leave imminently, and they do not currently have a space to move into until Alumni Relations and Project Rebound move out of NHE 116 and 118. USFAC will review this at a later date.
 - vi. [Space request #91](#) originally assigned CAHSS Checkout to GH 210 C, D, E, F within the Division. To align with the retraction of the KHSU program, the new proposed plan is to allocate TA 206, 206D, 203 which is a change from KHSU-FM Radio Station (University Advancement) to Film/Art/Journalism (CAHSS). GH 210 C, D, E, F vacant (All School).
 - 1. Cal Poly Humboldt has partnered with Capital Public Radio in a shared services model around radio broadcasting. This partnership now includes the three northern CSU campuses: Chico, Humboldt, and Sacramento. The automation and broadcast equipment is being moved from Humboldt to Chico and the audio feeds for the

Humboldt set of stations (KHSU, KHSQ, KHSR, KHSF, KHSG, K260BQ, and KHSM) will go directly from Chico to the towers. Operational studios are being maintained at Cal Poly Humboldt to create local content. If automation and broadcasting were to move back to Humboldt in the future, that would need to include a complete equipment and architecture update.

2. Vote: quorum approved

vii. Informational:

1. LIB 002 from Learning Center (AA) to All School (made FL change 4/8/22)

2. WH 103 from Comms (CAHSS) to AS WRRAP (EM) (made FL change 4/25/22)

c. Capacity changes - N/A

5. Action Items

a. 1.a. June 3, 2022 Meeting Minutes approved

b. 3.a.i. PAWG's recommendation for approval for the Hispanics in STEM Mural developed by the HSI Committee to be installed on an exterior wall of Science C - vote quorum approved

c. 4.a.i. GH210 C, D, E, F to vacate to All School

d. 4.b.ii. vote: quorum approved

e. 4.b.iii. vote: quorum approved

f. 4.b.vi. vote: quorum approved

REMINDER- Next USFAC meeting is Friday, August 12, 2022, 11:00AM, Zoom Meeting