

# CAL POLY HUMBOLDT

## AGENDA

### University Space & Facilities Advisory Committee

**MEETING LOCATION:** Zoom Meeting

**MEETING TIME:** Friday, August 12, 2022, 11:00AM-12:00PM

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

Quorum (6 or more) - yes

### 1. Previous Meeting Notes

- a. [July 29, 2022 Minutes](#) - approved

### 2. AY2022 USFAC Details

- a. USFAC Reporting (Senate) - Senate has not met over the summer, therefore no report. Sherie Gordon indicated that we should coordinate our reviews and approvals with the [Senate calendar](#) now (especially the space call request timing).
  - i. Deirdre Clem to prepare a timeline/standard schedule that is regimented on an annual basis that doesn't change often. Cal Poly new space actions are related and parallel track, but may be outside of the specific space call schedule. Will Team Domino report directly to USFAC?

### 3. USFAC Working Groups

- a. Public Art Working Group - Jim Woglom
  - i. A proposal is in progress spearheaded by Dr. Bond-Maupin and Jackie Dandeneau to beautify and create public artworks in conjunction with Caltrans on the G Street bridge. The group will provide more details to USFAC in the coming months. Stakeholders are City of Arcata (Delo Frietas and Dylan Martin and Ben Gollart (artist).
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
  - i. BSS plaza renaming to Wiyot Plaza is under discussion with stakeholders. This name would extend to the outdoor space allocated to the NAS department.

- ii. Student Housing project located on the Craftsman Mall: no progress has been made to name this project. Steve St. Onge suggest indigenous peoples input would be welcome. Naming of the facility would likely need Chancellor's Office review and Frank Whitlatch would advise on this. This ties into updating the Housing strategy for branding overall. We have used place-based naming influence so far for Housing buildings.
- c. Facilities Use Working Group - Mike Fisher
  - i. This group is currently without a charge.
  - ii. CES guidelines are now in operation and not currently charged to this group. If questions arise that are substantial enough, they will come back to this working group.
- 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 is almost complete and requires one more signature. Once complete, the NAS group will proceed with their press release.
  - ii. The approved campus Plant List is in production and will be provided to the Physical Plan authors as well as the Rou Dalagurr external space operators.
- e. Space Process Implementation Working Group - Deirdre Clem
  - i. Schedule meetings early September. Confirm members: Deirdre clem, Katie Koscielak, Jim Woglom, Bethany Rizzardi, Mike Fisher.

#### 4. Space Management

- a. Vacated space - N/A
- b. Allocation changes
  - i. NHE 116 & 118 from All School to Place Based Learning Center (EM) - temporary allocation to PBLC after Project Rebound moves out
    - 1. Wendy Sotomayor indicated that these spaces were utilized less than 10% of the time in the last semester. She feels comfortable recommending 116 and 118 be reallocated to PBLC, while retaining NHE 120 as All School and open for reservations. Wendy indicated that often when one of these spaces are reserved, the block of rooms are reserved. Internal and external reservations might not find available space on campus for larger groups due to our student and campus needs.
    - 2. Vote: quorum approved temporary allocation to PBLC after Project Rebound moves out. PBLC final location is intended for the new Engineering and Tech Building. Note that the space policy indicates temporary allocation is maximum two years and USFAC is voting for temporary allocation until the Engineering and Technology Building is built. This was part of a prior space request for the Library.
  - ii. SBS 305 & 307 return to Administrative Affairs from PBLC after move to NHE 116 & 118
    - 1. No vote needed - this allocation predates the space policy per Mike Fisher. During Library seismic retrofit, PBLC moved to admin Affairs space temporarily with the intention to move back to Library. Correct change for these rooms from All School to Administrative Affairs. Mike Fisher indicates that this space is not considered 'vacated'. Include this history in Facilities Link database room comments.
- c. Capacity changes - N/A

#### 5. Other Items

- a. Environmental Branding Initiative
  - i. Sherie Gordon introduced this topic, and it includes signage, banners and branding of spaces. See these websites as example: <https://brand.uiowa.edu/environmental-branding>

<https://www.cannondesign.com/news-insights/news-item/branded-environments-make-a-big-impact-in-student-unions/>

- ii. Simpson Scarborough is concluding their deliverable by September, and will review their approach August 23, 2022 with a review committee. A USFAC committee member asked which stakeholders are to be included? Members of USFAC? The commitment would start mid August (now) and conclude at the end of September. It is assumed at this point that this process does not need USFAC approval.
- iii. Kristen Gould indicated that our campus has a few interior examples: SBS179 and in JGC outside of Housing offices, as well as exterior banners across campus.
- iv. Katie Koscielak recommends directors from our cultural centers should be involved, as well as Adrienne Colgrove-Raymond. Also, she recommends a focus on sustainable materials.
- v. Josh Callahan indicated that some of the exterior emergency phones that are not utilized might be removed to facilitate aesthetics.
- vi. Wendy Sotomayor wants to know specific timing as they are actively branding the Student Activities Center. Sherie Gordon recommended not moving forward and spending money on this when the new branding effort is concluding for this space relatively soon.

## **6. Action Items**

- a. 1.a. July 29, 2022 Meeting Minutes - vote quorum approved
- b. 4.b.i NHE 116 & 118 from All School to PBLC - vote quorum approved

**REMINDER- Next USFAC meeting is Friday, August 26, 2022, 11:00AM, Zoom Meeting**