

CAL POLY HUMBOLDT

Minutes

University Space & Facilities Advisory Committee

MEETING LOCATION: Zoom Meeting

MEETING TIME: Friday, August 26, 2022, 11:00AM-12:00PM

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

Quorum (6 or more) - yes

1. Previous Meeting Notes

- a. [August 12, 2022 Minutes](#) - approved

2. AY2022 USFAC Details

- a. USFAC Reporting (Senate)
 - i. SenEx met on Tuesday August 23, 2022. They indicated that the Senate is Interested in a presentation detailing the space call process. Deirdre Clem to coordinate meeting time with Senate.
- b. Co-Chairs confirmation
 - i. New co-chair nominee Genevieve Marchand. Jim Woglom to notify the Senate of change in chairing.

3. USFAC Working Groups

- a. Public Art Working Group - Jim Woglom
 - i. Meetings are in progress regarding the G Street Bridge mural.
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
 - i. Proposal to rename the BSS plaza to 'Wiyot Plaza' is in process.
- c. Facilities Use Working Group - Mike Fisher

- i. Reviewed the working groups meeting notes regarding changes to spaces within the CES Guidelines and categorical classification modifications.
- ii. Discussed what would be the pathway for a department or user group to propose a change to the categorical designation and/or removal from CES purview completely when the change is not supported by the working group.
- iii. The intent of the guidelines was to foster a more equitable use of spaces across campus with a centralized scheduling body.
- iv. The USFAC may have to provide additional information regarding the intent of the guidelines and how rooms were selected to be on the reservable list. Departments and space users may assume allocation means scheduling management, which isn't always the case.
- v. Could the guidelines be updated to create a category for rooms that get a priority reservation with a different timeline?
- vi. Room/space type ties back to Chancellor's Office definitions. Liz Whitchurch does not think we should tie space type to category. Not all spaces are created equally.
- vii. With the lens of change management, we should identify the sponsors. The Vice Presidents were in favor of the guidelines as they were presented prior to implementation.
- viii. What does 'All School' allocation mean for campus partners and users?
- ix. The working group's meeting notes from August 25, 2022 indicate several changes to spaces to correct either in the guidelines or in Facilities Link, including LIB 121 and 308; HBAC 106, 108, 110, and L-1; College Creek Locker rooms and other lockers on campus;
- x. Need to review tier timing, especially for external partners and clubs, with the USFAC again.
- d. Landscape Working Group - Liz Whitchurch
 - i. Nothing to report; meeting again after the next USFAC meeting on September 9th.
- e. Space Process Implementation Working Group - Deirdre Clem
 - i. Meeting on September 8, 2022

4. Space Requests

- a. 2022/2023 Academic Year Space Request Call
 - i. The [draft schedule](#) was reviewed by the USFAC. No substantial comments.

5. Space Management

- a. Vacated space - N/A
- b. Allocation changes - N/A
- c. Capacity changes - N/A

6. Other Items - N/A

7. Action Items

- a. 1.a. August 12, 2022 Meeting Minutes approved

REMINDER- Next USFAC meeting is Friday, September 9, 2022, 11:00AM, Zoom Meeting