

CAL POLY HUMBOLDT

Minutes

University Space & Facilities Advisory Committee

MEETING LOCATION: Zoom Meeting

MEETING TIME: Friday, October 7, 2022, 11:00AM-12:00PM

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

Quorum (8 or more) - yes

1. Previous Meeting Notes

- a. [September 23, 2022 Minutes](#) - approved

2. AY2022-2023 USFAC Details

- a. Welcome Sebastian Taylor, Associated Students representative
- b. Welcome Howard Maxwell, Planning, Design and Construction Architect
- c. USFAC Reporting (Senate)
 - i. Genevieve Marchand and other Facilities Use Working Group members drafted a letter to be submitted to the URPC, then the Senate, that describes the CES Guidelines current status. USFAC members are welcome to review the letter by midday Sunday October 9, 2022. Jim Woglom will submit it to the URPC with his report due to Mary Watson by Monday October 10, 2022.

3. USFAC Working Groups

- a. Public Art Working Group - Jim Woglom
 - i. Refer to meeting notes from September 23, 2022 for status.

- ii. A student is interested in making a memorial mural in the Science complex for a student who passed away over the summer. Kristen Gould and others will meet with the student artist and will work to address crossover with memorial monuments.
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
 - i. Wiyot Plaza discussion: 'Plaza' as a name vs quad or other. Per Sherie Gordon, 'plaza' requires Board of Trustees approval. Adding the space between BSS and Native American Forum as reservable under 25Live led the discussion to other seating areas around campus that are currently not reserved. Safety and egress is a concern to address.
 - ii. Exterior space needs guidelines and/or policy around it.
- c. Facilities Use Working Group - Mike Fisher
 - i. [CES Guidelines](#) update and URPC/Senate review. The recommendation from this working group is to push out updated guidelines to be implemented now. URPC and Senate will be notified via the letter linked below, but approval is not requested. USFAC and CES are treating this document as an operating practice and is flexible to change.
 - ii. Bethany Rizzardi indicated that Kim White, AVP for Faculty Affairs, has taken an interest in the guidelines.
 - 1. [Draft Letter](#) to URPC and Senate
- d. Landscape Working Group - Liz Whitchurch
 - i. Nothing to report
- e. Space Process Implementation Working Group - Deirdre Clem
 - i. Nothing to report. The working group plans to meet later this month.

4. Space Requests

- a. 2022/2023 Academic Year Space Request Call
 - i. [Schedule](#)
 - ii. The space request call is still open until October 20, 2022, and we have received three requests so far. Deirdre Clem will send out a reminder email to the campus that the call is open until October 20, 2022.
 - iii. Team Domino will be submitting request to the USFAC outside of the space call

5. Space Management

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

6. Other Items

- a. URPC Forum November 15, 2022
 - i. URPC is hosting a forum series. One will be held on November 15, 2022 related to Capital Projects, Maintenance, and Space Planning, with a focus on overview of current capital, maintenance and space planning efforts underway. In addition, it will overview the USFAC committee and space planning process. A presentation for USFAC could be prepared by members of a new or existing working group for the November 15, 2022 forum. Mike Fisher will take lead on the presentation and Sherie Gordon will assist.

7. Action Items

- a. 1.a. September 23, 2022 Meeting Minutes approved

REMINDER- Next USFAC meeting is Friday, October 21, 2022, 11:00AM, Zoom Meeting