

# CAL POLY HUMBOLDT

## Minutes

### University Space & Facilities Advisory Committee

**MEETING LOCATION:** Zoom Meeting

**MEETING TIME:** Friday, November 18, 2022, 11:00AM-12:00PM

#### Voting

#### Non-Voting

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

Quorum (8 or more) - yes

### 1. Previous Meeting Notes

- a. [October 21, 2022 Minutes](#) - minutes reviewed and approved

### 2. AY2022-2023 USFAC Details

- a. Reschedule December 16, 2022 meeting (Fall Commencement) - decided to cancel and review rubric scoring of two space requests on December 2, 2022.
- b. USFAC Reporting (Senate) - Jim Woglom indicated the report for space was quiet at last Senate meeting.

### 3. USFAC Working Groups

- a. Public Art Working Group - Jim Woglom
  - i. Balabanis House is interested in creating a mural
  - ii. Equity Arcata has another mural idea in the early stages
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
  - i. Nothing to report
- c. Facilities Use Working Group - Mike Fisher and Genevieve Marchand
  - i. [CES Guidelines](#) Senate presentation - Monty Mola requested a presentation for Senate regarding the space request process and CES guidelines. Genevieve Marchand will follow up with Monty regarding particulars.

- ii. Space Policy Update and Charge Review - the working group will be taking a look at changes within the policy and our charge.
- d. Landscape Working Group - Liz Whitchurch
  - i. Nothing to report
- e. Space Process Implementation Working Group - Deirdre Clem
  - i. The working group is working on producing a more digestible format to educate around space allocation in general, as well as the space request process.

#### 4. Space Requests

- a. 2022/2023 Academic Year Space Request Call
  - i. [Schedule](#)
  - ii. Active [Space Requests](#) Overview ([Summary](#)) - Deirdre Clem will send out the details via email for review and voting.
    - 1. [Request 97 ITS Customer Care Office Space](#)
    - 2. [Request 99 Osher Lifelong Learning Institute \(OLLI\) Class/Office Space](#)
      - a. Consider discretion of campus-used space sharing with private tenants
      - b. Consider shared space - would the allocation be to All School or to OLLI department?
      - c. Consider funding for hyflex/technology in these spaces.
  - iii. Voting Members Scoring Timing ([Rubric](#))
    - 1. Voting members are requested to review and score the two active requests before our next meeting on December 2, 2022. USFAC will deliberate weighted scores and discuss allocation recommendations and rationale at the next meeting.

#### 5. Space Management

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

#### 6. Other Items

- a. URPC Forum Presentation
  - i. Presentation held on November 15, 2022 was filmed and will be on the URPC and USFAC website
- b. USFAC Holiday Gathering December 15th 5pm Septentrio

#### 7. Action Items

- a. 1.a. October 21, 2022 Meeting Minutes approved

**REMINDER- Next USFAC meeting is Friday, December 2, 2022, 11:00AM, Zoom Meeting**