

University Space & Facilities Advisory Committee

MEETING LOCATION: Zoom Meeting

MEETING TIME: Friday, April 14, 2023, 11:00AM-12:00PM

Voting		Non-Voting	
	Sherie Gordon	x	Travis Fleming
x	Genevieve Marchand	x	Bella Gray
	Michael Fisher	x	Deirdre Clem
x	Katie Koscielak (Andrea Alstone)		Kassidy Banducci
	Wendy Sotomayor	x	Elizabeth Whitchurch
x	Bethany Gilden		Howard Maxwell
	Eric Riggs (out for Spring Semester)		
x	Steve St. Onge		
	Josh Callahan		
x	James Woglom		
	Kristen Stegeman-Gould		
	Cooper Jones		
x	Sebastian Taylor		

Quorum (7 or more) - NO

1. Previous Meeting Notes

- a. [February 17, 2023 Minutes](#) - no quorum, move to next meeting.

2. AY2022-2023 USFAC Details

- a. USFAC Reporting (Senate) - nothing to report

3. USFAC Working Groups

- a. Public Art Working Group - Jim Woglom
 - i. no report
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
 - i. [Policy](#) Review - no report
- c. Facilities Use Working Group - Mike Fisher
 - i. no report
- d. Landscape Working Group - Liz Whitchurch
 - i. no report
- e. Space Process Implementation Working Group - Deirdre Clem
 - i. The working group is preparing for a space request process presentation roadshow in the early fall semester.

4. Space Requests

- a. 2022/2023 Academic Year Space Request Call
 - i. [Schedule](#) - the two space requests in this cycle are currently with President’s office for final review.

5. Space Management

- a. Vacated space - N/A
- b. Allocation changes
- c. Capacity changes - N/A
- d. Space changes
 - i. Ag Club space request -
 1. The Ag Club is asking for use of the fenced-in space outside of the Forestry Building. Proposal includes moving the picnic table and Forestry department equipment to another location.
 2. CCAT has given the Ag Club use of one bed outside of Jensen House.
 3. Per the campus utility maps, the FR site has irrigation water, domestic water and gas running under it. Maps [here](#).
 4. The area would need to be accessible per ADA. We do have an ADA garden bed at CCAT.
 5. USFAC policy does not include exterior space allocation in detail.
 6. Could this allocation be temporarily allocated? Or seasonal? Is this setting another precedent for exterior allocation? So far the message to other exterior requests have been "landscaping is managed by grounds team only".
 7. Sebastian Taylor asked if the club has discussed use of the TEK/NAS FSL growing space that is allocated to Native American Studies.
 8. James Woglom indicated that we have to use the TEK/Wiyot Plaza outdoor allocation as a model, especially if we want to establish an equitable norm
 9. Liz Whitchurch indicated that it is likely under USFAC purview because we don't have exterior spaces allocated.
 10. There is potential to add a community gardening category in the Grounds Module in Facilities Link. Allocations could be All School or equivalent, except for TEK/Wiyot Plaza
 11. We need to future proof outdoor allocation plans.
 12. Have they looked into off campus growing spaces? Katie Koscielak might have a list of local nearby gardening spaces. Andrea Alstone said the Bayside Park farm is used by Umoja and may be available for this club as well.
 13. Clubs office might need to confer with Facilities Management for new clubs to make sure their requirements are met.
 14. Next steps: Genevieve Marchand would like to discuss this with Sherie Gordon and Mike Fisher and will report back to the group.
 - ii. [FR 213](#) room use change request from School of Engineering from 0083 Maintenance & Repairs to 0010 Teaching Lab U/G - Vote
 1. scheduling is done and their entire series of first year classes will be happening here and used as a makerspace. Vote next time when we have quorum.

6. Other Items

- a. Capital Projects Update/Team Domino - no report
- b. Membership and [Bylaws](#) Update
 - i. During the discussion for Ag Club space request, Sebastian Taylor requested that someone on the TEK should be on USFAC.
 - ii. The process to changing membership through URPC is TBD.
 - iii. The Director of Academic Resources position is no longer filled, and Bethany Gilden is filling in as OAA representation
 - iv. Representation vs titles/positions

7. Action Items

- a. 1.a. February 17, 2023 Minutes - no quorum no action
- b. [FR_213](#) room use change - no quorum no action

REMINDER- Next USFAC meeting is Friday, April 28, 2023, 11:00AM, Zoom Meeting