

Minutes

University Space & Facilities Advisory Committee

MEETING LOCATION: Zoom Meeting

MEETING TIME: Friday, September 8, 2023, 11:00AM-12:00PM

Voting

Non-Voting

x	Sherie Gordon - Co-Chair	x	Travis Fleming
x	James Woglom - Co-Chair	x	Deirdre Clem
x	Michael Fisher	x	Kassidy Banducci
x	Katie Koscielak (Andrea Alstone)	x	Elizabeth Whitchurch
	Wendy Sotomayor	x	Howard Maxwell
	Bethany Gilden		
x	Eric Riggs		
x	Steve St. Onge		
x	Kristen Stegeman-Gould		

Quorum (5 or more) - yes

1. Previous Meeting Notes

- a. [February 17, 2023 Minutes](#)
- b. [April 14, 2023 Minutes](#)

2. AY2023-2024 USFAC Details

- a. USFAC Reporting (Senate)
 - i. no space items discussed
- b. [Membership, Updates and Vacancies](#)
 - i. Update membership positions
 - ii. Update two-year terms (ended Spring 2023): Eric Riggs, Steve St. Onge, Kristen Gould. Dean Riggs and Steve St. Onge would like to stay on. Steve to coord with VP Holliday.
 - iii. Vacancies - Co-Chair Woglom will coordinate with Appointments and Elections Committee
- c. Purpose and Goals
 - i. Our charge and bylaws indicate several other responsibilities for USFAC. Co-chair Sherie Gordon would like to highlight our initiatives and priorities for the next year at the beginning of this academic year. What do we want our focus to be? We focus on space but there are other categories. Co-chair Jim Woglom will send out the bylaws for the committee to review prior to the next meeting.
 - ii. The Campus Physical Plan is moving out of the idea stage, and within this academic year, the USFAC will have an item to consider with regards to space and capital ambitions. Ideally this would be involvement and not just a 'pass through approval'.

3. USFAC Working Groups

- a. Public Art Working Group - Jim Woglom
 - i. SCIB painting/mural in the stairwell. This will likely be a piece of painted plywood with stainless button hardware mounted to the wall and was approved a year ago by PAWG. This was originally proposed for SCIC by HSI/STEM
 - ii. Wiyot Plaza - Bob Benson sculpture. NAS and Food Sovereignty Lab are proponents.

- iii. HBAC signage updates are occurring and the Aquatics Center is considering a rolling door mural as a part of Eureka Street Arts. Material and longevity of the art is in question still.
- iv. Potential for a mural on the Forestry exterior concrete wall, near the trench on the south side of the building within views of offices and classrooms.
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
 - i. [Policy Review](#) - there is potential to add all naming activities to this committee instead of just philanthropic naming.
- c. Facilities Use Working Group - Mike Fisher - no update
- d. Landscape Working Group - Liz Whitchurch
 - i. The group is involved in the Founders Hall hillside visioning for the multi-year resilient landscaping project (XHF041-HEIF and sustainability initiated).
 - ii. New buildings will need to fit into the overall campus landscaping plan, the overall campus physical plan effort, as well as meet the needs for stakeholders
- e. Space Process Implementation Working Group - Deirdre Clem
 - i. The group would like to recruit at least two more members
 - ii. The group will reconvene this semester to review space schedule and policy updates

4. Space Requests

- a. 2023/2024 Academic Year Space Request Call
 - i. [Tentative Schedule](#) - implementation working group will work on this

5. Space Management

- a. Vacated space - fairly dynamic now with the implementation of Cal Poly designation and new program space.
 - i. Stewart Building - a vacancy plan is proposed for this building which vacates a little over half of the existing occupied tenant spaces.
 - 1. TRiO is moving to the east portion of the second floor. They have been temporarily occupying FW House and this would be a more long term solution for them.
 - 2. OLLI
- b. Allocation changes
 - i. GH212 change from conference to a student lounge and possible change from All School to CPS. Changes pending USFAC approval (Justus Ortega lead)
 - 1. The college has been utilizing this space
 - 2. This will come back to USFAC with a recommendation from FM
 - ii. Changed SH_5H change to All School from ADV for PBLC storage (prior approved space request). This space was vacated by ADV.
 - iii. Temporary: Toddler Center rms 101 and 102 temp allocation to CNRS Dean's Office: Children's Center moved out of Toddler Center to Trinity Annex (XPL252). Toddler Center will now temporarily be shared by the Fire Lab grad students and the Cannabis Studies undergrad students until NR_222/223/211 and Swetman Building are renovated (PLY303 and PLY306). Updated Room use to 16-Research Space under the CNRS Dean's Office Department.
 - 1. The fire lab grad program will move into NR vacated space once ITS moves out. HGH might also have first floor space for cannabis studies
 - iv. Feuerwerker House
 - 1. INRSEP is currently occupying Walter Warren House next to the former Children's Center. Walter Warren is slated for demolition with the eventual construction of the new ERSC building.
 - 2. Also need to find a space for the North Coast Rape Crisis Team
 - v. Photography Studio potential move from LIB_017 to Forbes_149 due to special collections expansion.
- c. Capacity changes - N/A
- d. Room Use/Space Type

- i. AMH143 Plant Molecular Biology Lab change room use to Research Space (room area 518 sf) - space used solely for non-class research. Room use swapped with AMH149
- ii. AMH149 Plant Culture Prep Room change room use to Teaching Lab Service (room area 248 sf) - space used to support classes. Room use swapped with AMH143
- iii. LIB_002 proposal to change room use/space type to Conference from Other Specialized Support to increase station count.
- iv. FR_213 room use change from Maintenance and Repairs to 0010 Teaching Lab U/D

6. Other Items

- a. Capital/Infrastructure Projects Update/Team Domino
- b. Campus Physical Plan Update
- c. Property Update (Acquisition)
- d. [Bylaws](#) Update

7. Action Items

REMINDER- Next USFAC meeting is Friday, September 22, 2023, 11:00AM, Zoom Meeting