

HUMBOLDT STATE UNIVERSITY

Facilities Management

University Sports Facilities Scheduling Advisory Committee

Charge to the Advisory Committee

- The Advisory Committee's charge is to oversee administration of usage and scheduling policies for the University's sports facilities so as to ensure University programs and sponsored events are properly accommodated. Additionally, the Committee reviews and provides input regarding the fee structure for the use of those facilities listed below (including related equipment).
- This charge is accomplished through development and recommendation of facility use criteria, policies and procedures as well as approval of the usage schedule where conflicts are known to exist.

Reports To

- The Committee is advisory in nature to the University Space & Facilities Committee (USFAC). This Committee provides recommendations for scheduling policy changes and fee structure modifications to the USFAC for further consideration. Additionally, work done at this level is designed to resolve scheduling conflicts to ensure use of all campus facilities are maximized while achieving alignment with priorities for such. Conflicts unable to be resolved at this level are appealable to the USFAC.

Term & Appointment

- Annually

Meeting Schedule

- Once per semester with additional meetings as determined by the Chair.
- A subset of this Committee meets monthly with facility users to review usage requests and scheduling.

Chair

- Elected from the membership.

Membership

- Ex Officio
 - Associate Vice President, Facilities Management or designee (Traci Ferdolage)
 - Director, Academic Resources or designee (Volga Koval)
 - Chair, Kinesiology & Recreation Administration or designee (Rock Braithwaite)
 - Director, Athletics or designee (Dan Collen)
 - Executive Director, University Center or designee (Dave Nakamura)
 - Director, Recreational Sports & Intramurals or designee (Jan Henry)
 - Director, Housing or designee (Stephen St. Onge)

- Special Events Coordinator (Izabella Gray)
- Appointed
 - Faculty Representative as Appointed by the University Senate (Tony Silvaggio)
 - Student Representative as Appointed by the Associated Students President (TBA)

Staff to the Committee

- Scheduling Coordinator, Kinesiology & Recreation Administration (Margaret Griggs)
- Director of Game Management- Athletics (Kelly Kime)
- Director of Sustainability, Energy & Grounds or designee (TallChief Comet)
- Director of Risk Management or designee (Kimberly Comet)