

Minutes

University Space & Facilities Advisory Committee

MEETING LOCATION: Zoom Meeting

MEETING TIME: Friday, October 18, 2024, 11:00AM-12:00PM

Voting

Non-Voting

x	Katie Koscielak (Andrea Alstone)	x	Travis Fleming
x	Wendy Sotomayor	x	Deirdre Clem
x	Bethany Gilden	x	Kassidy Banducci
x	Eric Riggs		Elizabeth Whitchurch
x	Todd Larsen	x	Howard Maxwell
x	Kristen Stegeman-Gould	x	Michael Fisher - Co-Chair Designee
	Nick Pettit	x	James Woglom - Co-Chair
x	James Graham		Sherie Gordon
x	Duncan Hughes		
x	Brian Law		
x	Genevieve Marchand		
x	Patrick Orona		

Quorum (6 or more) - yes

1. Previous Meeting Notes

- a. [September 6, 2024 Minutes](#) - minutes approved

2. AY2024-2025 USFAC Details

- a. USFAC Reporting (Senate)
- b. Membership Updates/[Vacancies](#) - welcome Patrick Orona - new Director of Academic Resources and is taking Bethany Gilden's role on the committee

3. USFAC Working Groups

- a. Public Art Working Group - Jim Woglom
 - i. Project Rebound proposal design is in process
 - ii. EMOJA club is proposing an art piece
 - iii. Request from Barrett/Art Department to install a public art piece in the second floor of women's bathroom Art B. This room is a hotbed for graffiti.
 - iv. Kristen Gould mentioned that the PAWG may want to organize a list of spaces that could host art as there have been requests for more art on campus, and shepherd a process to solicit art/artist ideas. Perhaps also can build art spaces into new builds. Duncan Hughes suggested creating a campus map indicating all art on campus. Jim Graham prepared an [interactive map](#) for Eureka. Also potentially add art with anti-graffiti materials.
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
 - i. Honorary [Policy](#) Review
 - ii. Coral Sea replacement vessel naming - the new Functional Non-Honorific Naming Guidelines can be used to name this vessel. Several names have been proposed for the vessel. There is

tribal consultation occurring for some indigenous names that are proposed. The boat is on track to be in water in sea trials in Bellingham in January, and ready for delivery to Woodley Island in February, which means we need a name by November 1st to handle all of the legal/marine requirements. USFAC can be consulted for an off-meeting vote via email when a name is proposed and the consultation process has been outlined.

- iii. [Functional Non-Honorific Naming Guidelines](#) (addendum to Space Policy Process Guidelines) - The guidelines have been reviewed by the PAT and Senate.
- c. Landscape Working Group - Liz Whitchurch
 - i. A new member has been appointed from Associated Students, and they are still working on a new community member on the roster, which allows a Bee Campus USA and Tree Campus USA designations. The committee is continuing their work on consulting for new projects, and looking at defensible space buffers in landscaping to mitigate potential fire impact. They are also updating their campus plant list, and have a pest management plan that will be more accessible to campus and community.
- d. Facilities Use Working Group - Mike Fisher
 - i. [Committee Membership and Charge](#) - Ready for Review and will be discussed next meeting
 - ii. Space Policy Update - In Progress
 - iii. Project Prioritization - In Progress

4. Space Requests

- a. 2023/2024 Academic Year Space Request Call
 - i. [Schedule](#) - general consent calendar approved
- b. 2024-2025 Academic Year Space Request Call
 - i. [Schedule](#)
 - ii. Call is open September 25th - November 5th

5. Space Management

- a. Vacated space - N/A
- b. Allocation Changes - N/A
- c. Capacity Changes - N/A
- d. Room Use/Space Type (within allocation, space data analysis, not related to space request process)
 - i. [BSS_209](#) update room use per XPL320 from Teaching Lab L/D to Conference Room. Formerly World Cultures and Languages and reallocated to Ethnic Studies within intradivisional change. This teaching lab did not have any classes scheduled and was highly underutilized. PDC recommends approval. Liz Whitchurch wants to ensure there is a way to track this if the department or division later asks for teaching lab space.
 - ii. [BSS_209A](#) update room use per XPL320 from Teaching Lab Service to Faculty/Admin - Service. This is off of BSS_209. PDC recommends approval.
 - iii. [FOR_217](#) update room use [per request from Erin Kelly](#) from Greenhouse to (workspace) - Grad students and lecturers want to use the space. Dean Riggs approves this change. Howard's team has not completed a code review for this space, so this will come back to USFAC at another time for review.
 - iv. [SAC_221B](#) update room use [per request from Wendy Sotomayor](#) from Telecom to Office. This space is vacated and would like an intermediate change to Storage, then Office later on. PDC recommends approval. Duncan also recommends approval from an ITS/Telecom perspective.

6. Other Items

7. Action Items

- a. 1.b. - September 6, 2024 Minutes approved
- b. [BSS_209](#) update room use per XPL320 from Teaching Lab L/D to Conference Room - approved

- c. [BSS_209A](#) update room use per XPL320 from Teaching Lab Service to Faculty/Admin - Service - approved
- d. [FOR_217](#) update room use [per request from Erin Kelly](#) from Greenhouse to (workspace) - needs review by PDC
- e. [SAC_221B](#) update room use [per request from Wendy Sotomayor](#) from Telecom to Office - approved

REMINDER- Next USFAC meeting is Friday, November 1, 2024, 11:00AM, Zoom Meeting