

AGENDA

University Space & Facilities Advisory Committee

MEETING LOCATION: Zoom Meeting

MEETING TIME: Friday, November 15, 2024, 11:00AM-12:00PM

Voting

Non-Voting

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

Quorum (6 or more) - yes

1. Previous Meeting Notes

- a. [November 1, 2024 Minutes](#) - approved

2. AY2024-2025 USFAC Details

- a. USFAC Reporting (Senate) - president approved AY23-24 space request
- b. Committee and Membership Updates
 - i. Holiday schedule - note no meeting Nov 29th or Dec 27th

3. USFAC Working Groups

- a. Public Art Working Group - Jim Woglom - nothing new to report
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould
 - i. Honorary [Policy](#) Review - nothing new to report
- c. Landscape Working Group - Liz Whitchurch - seven topics on their last agenda. There are protected dawn redwoods east of Jenkins Hall but a native redwood next to the dawns will be removed due to Jenkins Hall renovation project needs. The campus integrated pest management plan is under review with a final review soon. The campus tree care plan draft is under review. The campus plant list under initial review and finalization will be soon. The project landscaping plans are under continued review. Liz gave an update on the climate resilience project (west of Founders Hall). They conducted their annual tree walk on October 29th relative to the Tree Campus designation. The next walk will be in April. Committee membership finalization is still in process and they are looking for an off campus community member, and have a new student member.
- d. Facilities Use Working Group - Mike Fisher

- i. [Committee Membership and Charge](#) - the committee discussed the proposed changes. Discussed the sustainability position changing from voting to non voting and other points of the changes to the roster. Motion to adopt the changes and send to the Constitutions and Bylaws Committee - Kristen Gould made motion, Brian Law second. Motion passes.
- ii. Space Policy Update - In Progress
- iii. Project Prioritization - In Progress

4. Space Requests

- a. 2023-2024 Academic Year Space Request Call
 - i. Final approval from President's office obtained this week
- b. 2024-2025 Academic Year Space Request Call
 - i. [Schedule](#)
 - ii. Call closed November 5th; three space requests

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. [SAC 334](#) update room use [per request from Wendy Sotomayor](#) from Auxiliary Admin Office - Clerical to Storage and change the department from Campus Store Arcata - Bookstore to Student Activities Center

6. Other Items

- a. Dean Riggs provided an update on the Research Vessel naming finalization for R/V North Wind
- b. Campus Physical Plan is nearing its final draft and Michael Fisher will share the link to the Mural Board so USFAC can review. The CEQA process is next and will span about 18 months and includes community and public engagement.
- c. Andrea Alstone asked about the vacated space as a result of departmental moves relative to the new buildings. What consideration is given to these spaces, and is it USFAC or some other group? Internal division vs external division is important to note. Includes PDC consultation if the need is outside of their division and outside of the space call. Temporary or immediate needs can be reviewed by USFAC outside of the annual space call (out of cycle requests). Final review goes to the President. Example: when the Engineering dept moves out of Harry Griffith Hall and to the new Engineering & Technology building, the HGH space will be classified as 'vacant' and as a university asset, it is identified in the Space Policy and is subject to the vacated space process.
- d.

7. Action Items

- a. 1.b. - November 1, 2024 Minutes approved
- b. 3.d.i - Committee Membership and Charge updates approved

REMINDER- Next USFAC meeting is Friday, December 13, 2024, 11:00AM, Zoom Meeting