

## Minutes

### University Space & Facilities Advisory Committee

**MEETING LOCATION:** Zoom Meeting

**MEETING TIME:** Friday, January 24, 2025, 11:00AM-12:00PM

#### Voting

#### Non-Voting

x	Andrea Alstone	x	Travis Fleming
x	Wendy Sotomayor	x	Deirdre Clem
x	Eric Riggs	x	Kassidy Banducci
x	Ann Johnson-Cruz		Elizabeth Whitchurch
x	Kristen Stegeman-Gould		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		
x	Genevieve Marchand		
	Patrick Orona		
x	CJ Paulsen		

Quorum (6 or more) - yes

#### 1. Previous Meeting Notes

- a. [January 10, 2025 Minutes](#) - approved

#### 2. AY2024-2025 USFAC Details

- a. USFAC Reporting (Senate) - nothing to report
- b. Committee and Membership Updates - welcomed Ann Johnson-Cruz to our meeting last time and we completed her onboarding.

#### 3. USFAC Working Groups

- a. Public Art Working Group - Jim Woglom - no report
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould - no report except the R/V North Wind was recently launched and is now in the water which is a win. It floats!
  - i. Honorary [Policy](#) Review
- c. Landscape Working Group - Liz Whitchurch - no report
- d. Facilities Use Working Group - Mike Fisher - no report
  - i. Space Policy Update - In Progress
  - ii. Project Prioritization - In Progress

#### 4. Space Requests

- a. 2024-2025 Academic Year Space Request Call
  - i. [Schedule](#)
  - ii. Active Requests
    1. [Request 102: Career Development Center](#) - request to temporarily renovate NHE\_120 to consolidate the department into one location that is clear and centralized for

students, and so they can vacate JGC and provide a space for their new director (January).

- a. no committee comments or questions
- 2. [Request 103 - Place-Based Learning Center](#) - request for one closed-door office for the director, five additional pro staff work stations, and a work room for 4-6 student staff. Ideally would be close to RAMP and Advising spaces.
  - a. no committee comments or questions
- 3. [Request 104 - Library Alternative Transportation Locker](#) - request for secure, covered shelter to store bicycles and human-powered vehicles.
  - a. no committee comments or questions

iii. [Rubric](#) review

## **5. Space Management**

- a. Vacated space - N/A
- b. Allocation Changes
- c. Capacity Changes - N/A
- d. Room Use/Space Type (within allocation, space data analysis, not related to space request process) - N/A

## **6. Other Items**

- a. Campus Physical Plan - Mike Fisher provided an update on the Physical Plan status and presented the draft document.

## **7. Action Items**

- a. 1.b. - January 10, 2025 Minutes approved

**REMINDER- Next USFAC meeting is Friday, February 21, 2025, 11:00AM, Zoom Meeting**