

## Minutes

### University Space & Facilities Advisory Committee

**MEETING LOCATION:** Zoom Meeting

**MEETING TIME:** Friday, February 21, 2025, 11:00AM-12:00PM

#### **Voting**

#### **Non-Voting**

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

Quorum (6 or more) - yes

#### **1. Previous Meeting Notes**

- a. [January 24, 2025 Minutes](#) - approved

#### **2. AY2024-2025 USFAC Details**

- a. USFAC Reporting (Senate) - nothing new to report
- b. Committee and Membership Updates - nothing new to report

#### **3. USFAC Working Groups**

- a. Public Art Working Group - Jim Woglom
  - i. Jim Woglom informed the committee of the Project Rebound mural proposed by the Prison Arts Collective and they would like to move fast due to funding sourcing. The location is proposed for the wall in NHE outside Project Rebound's office.
- b. Naming Committee - Mike Fisher & Kristen Stegeman-Gould - nothing new to report
  - i. Honorary [Policy](#) Review
- c. Landscape Working Group - Liz Whitchurch - nothing new to report
- d. Facilities Use Working Group - Mike Fisher - nothing new to 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 - Vote for the merit of the space request and if they should move forward in the space request process. Will change allocation, if required, at a later meeting.

1 Harpst Street, Arcata, California 95521-8299

<https://senate.humboldt.edu/university-space-and-facilities-advisory-committee>

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. Discussion: The proposal is well considered and has space considerations, and is a reasonable justification. Wendy Sotomayor asked for clarification on the fact that NHE\_113 would be reservable only to students/individuals or all campus? Mike Fisher indicated that the space is available for all use during business hours and then non-reservable and available for student use after 5pm M-F and weekends.
  - b. **Vote: Motion to accept the request as written. 8 Yes, 0 No, 0 Abstain**
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. Discussion: If we decide to approve this, it would come with a caveat that there is not a space identified. Approval would prioritize this request for future vacated space.
  - b. **Vote: Motion to recommend the merit of the proposal, contingent on identifying space. 8 Yes, 0 No, 0 Abstain**
3. [Request 104 - Library Alternative Transportation Locker](#) - request for secure, covered shelter to store bicycles and human-powered vehicles.
  - a. Discussion: The committee discussed the fact that funding was not identified for this project. It scores higher on needs analysis and plan alignment. If this was a viable option, the Library may seek grants and if there was a more defined plan, perhaps the Division would also identify funding. Travis Fleming indicated that the request is quite specific (Velomobile) which is larger than a traditional bicycle, and if this was approved, rules and policies would need to be developed. The resources to assess this need is related to a limited number of users who would benefit. It is not a collective request, at this point. Mike Fisher confirmed that sheltered alternative transportation is warranted on campus, but the single apparatus loosely fits this definition. Eric Riggs mentioned that the Campus Physical Plan includes sheltered alternative transportation for widely used alternative transportation. USFAC are stewards of space and are charged with looking at the highest and best use of spaces. Eric Riggs indicated that feedback back to the proposer could be focused on lack of funding and needs analysis. Andrea Alstone indicated that the Library used to have sheltered, secured bike parking that was removed, and it is needed. There is a funded, more standard, sheltered bicycle parking project. Jim Woglom asked if there are other needs for a larger alternative transportation shelter on campus other than this one vehicle? Alter-able transportation? Travis Fleming responded that the most widely used modes of alternative transportation are standard bicycles, scooters, etc, and that we would need to add parameters around who has access to the secured facility. Patrick Orona suggested that the response back to the requestor would be that the campus is looking widely at alternative transportation parking. This request is essentially defined by a size and scale that would be a garage for a single piece of equipment. CJ Paulson indicated that the Velomobile is mentioned once, and that there still is a need for alternative transportation parking. USFAC is very strongly in favor of alternative transportation but the request fails to address funding, and seems to favor specific vehicles which is concerning given the current financial climate and resource allocations. The committee discussed that this request could be approved with parameters around standard-sized,

non-motorized transportation. 'Secured' or 'monitored' parameters should be added to the approval. Having long term and short term funding is also important to address damages or lost assets. The request names small, alternative vehicles (SAV) and not necessarily sheltered, secured bicycle storage. Perhaps the response back to the requestor that the committee needs more detailed information and definition of 'SAV', and that the requestor should engage with the sustainable transportation committee to refine the request and ensure it meets funding and needs analysis.

- b. Vote: Motion to deny proposal as written, with feedback from the committee for the development of a revised proposal in conjunction with relevant committees. 8 Yes, 0 No, 0 Abstain**

iii. [Rubric](#) review, including Associated Students' scores

## **5. Space Management**

- a. Vacated space -
  - i. [FGYM 163](#) General Storage - change allocation from Student Activities Center to Vacant per request from the department and approved by the division (informational, no vote) - not addressed; move to next meeting
- 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) - N/A

## **6. Other Items**

- a. Campus Physical Plan (If time permits)

## **7. Action Items**

- a. 1.b. - January 24, 2025 Minutes approved
- b. 4.a.ii.1. - Request 102: Career Development Center: Motion to accept the request as written. 8 Yes, 0 No, 0 Abstain
- c. 4.a.ii.2. - Request 103 - Place-Based Learning Center: Motion to recommend the merit of the proposal, contingent on identifying space. 8 Yes, 0 No, 0 Abstain
- d. 4.a.ii.3. - Request 104 - Library Alternative Transportation Locker: Motion to deny proposal as written, with feedback from the committee for the development of a revised proposal in conjunction with relevant committees. 8 Yes, 0 No, 0 Abstain

**REMINDER- Next USFAC meeting is Friday, March 7, 2025, 11:00AM, Zoom Meeting**