

**Minutes**

**University Space & Facilities Advisory Committee**

**MEETING LOCATION: Zoom Meeting**

**MEETING TIME: Friday, January 16, 2026, 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	x	Elizabeth Whitchurch
x	Kristen Stegeman-Gould	x	Howard Maxwell
x	Nick Pettit and Michael Herbert	x	Michael Fisher - Co-Chair
x	Laura Levy	x	Genevieve Marchand - Co-Chair
x	Duncan Hughes		
x	Brian Law		
x	Patrick Orona		
x	Dave Jannetta		
x	Skye Honor		

Quorum (6 or more) - yes

**1. Previous Meeting Notes**

- a. [October 24, 2025](#) Minutes - review and vote next meeting
- b. [November 21, 2025](#) Minutes - review and vote next meeting

**2. AY2025-2026 USFAC Details**

- a. USFAC Reporting (Senate) - Genevieve Marchand is working with SenEx and the Appointments and Elections Committee regarding adding a voting second faculty member
- b. Committee and Membership Updates
  - i. Faculty Representative Appointed by Senate - welcome Laura Levy

**3. Space Requests**

- a. 2025-2026 AY Space Request Call
  - i. Review and discuss [active space requests](#). We have the next three meetings scheduled for review, deliberation and voting on the six space requests.
    - 1. Genevieve Marchand indicated that if any committee members would like clarification of any requests from the requestors, we can review those now before we get started reviewing each request individually.
    - 2. Mike Fisher wanted to provide the committee with the scoring big picture: when the campus leadership reviews vacant spaces, our recommendations are the priority.
    - 3. Requests for Dreamers Center, Q Center and RAMP Center don't have destination spaces proposed, while the others do.
    - 4. [Request 105: Dreamers Center](#) Discussion
      - a. Summary: Student-centered resource hub with shared work areas. The majority of the space will be used for meetings, programming, student advising,

academic support services that focus on the needs of undocumented and minoritized students. Program also includes workshops, student leadership development and training initiatives. Need space for office, but not a traditional admin office. Currently temporarily occupying Balabanis House 206 (allocated to Social Justice, Equity and Inclusion Center).

- b. Unclear how many students this served
- c. No permanent space is identified for this program. Ann Johnson-Cruz asked if the moves related to Request 110 results in any vacancies. Mike Fisher said no. What about when the Engineering & Technology building comes online, will that open up space? Yes, but that will come in a space request in a later space request cycle. The spaces vacated for E&T will be used temporarily for folks moving out of SCI A for that renovation.
- d. Wendy Sotomayor provided further information from Ravin Craig: they expect 80-100 students served and office for one pro staff. This program and space will be treated like our other centers: as a space for these students to feel welcomed and a space for them specifically.
- e. Genevieve Marchand suggested that we add a secondary question in the request form for the requestors asking for a specific space, that if they don't get this particular space, how would that affect their program/department/office
- f. Dave Jannetta said it would be helpful to know more details on what they would like as far as square footage, office space, etc. This does come out more in the Planning, Design & Construction consultation. Also look at planning for the future expansion of said program.
- g. Ann Johnson-Cruz asked about NHE\_113 24/7 study space that is underutilized (Wendy Sotomayor confirmed that it is reservable 8am-5pm, then available to students outside of those times). Is it possible to divide that space? Wendy Sotomayor confirmed that we have reallocated spaces such as this for offices across campus. Not a lot of reservations come through for clubs or meetings/groups to meet due to the furniture layout of this space. Wendy Sotomayor thinks we have a real need for people to schedule meetings, since most are held in the Library.
- h. Ravin Craig shared via Wendy Sotomayor that the coordinator currently has a temporary office in Balabanis House on the 2nd floor with no elevator, and wherever the coordinator goes, they will need a private office.
- i. Mike Fisher clarified that our context is around recommendations - approve or deny - on the merit of the request without details on actual space needs. A separate allocation action item will be prepared post-discussion.

5. Request 106 - Wrestling Practice Facility Discussion

- a. Summary: Request RWC\_126 be used solely for wrestling and no other reservations allowed. Wrestling mats have been installed and the space is used for a program that was added in 2024-25 that helps grow enrollment and community support. The space is currently allocated to All School.
- b. The request includes removing the space from the reservation system and used solely for the wrestling program. How does this affect the other groups using the space? Wendy Sotomayor provided context around other usage, and the circus club uses it both fall and spring semester. They use many spaces for their practice, and it includes this room. There has been some noted damage to the wrestling mats (specialized equipment). The circus club has been able to reserve other spaces. The space is currently blocked for any other use during this spring semester.
- c. A part of this request is possibly changing the allocation to Athletics.

- d. Ann Johnson-Cruz asked that since the prior administration required this program, can the wrestling program budget or maintenance budget help pay for repairs or replacement mats and keep the shared use?
- e. Mike Herbert said there are other mats available in other spaces (East Gym). He provided background knowledge on the wrestling mats: if there is a rip or tear, there is a potential long-term issue with skin disease.
- f. Mike Fisher compared this to specialized lab spaces on campus. They are not reservable for others to use because there are specialized ways to use the equipment.
- g. Wendy Sotomayor confirmed that every request for this space has found another space to use - no one has been denied a space outright. Historically, prior to the wrestling program, primarily PE classes were utilizing the space.

6. [Request 107 - RAMP Center Upgrade](#) Discussion

- a. Summary: Per the request, RAMP's current allocation (LIB\_21, 23, 25 & 25A) exceeds the fire marshal occupancy limit. Additionally, their program is expected to grow in the next academic year. RAMP is interested in swapping spaces with YES located in LIB\_1, 1A, 1B, 1C, 4 & 39.
- b. RAMP are peer mentors and mentor all freshman and transfer students.
- c. Not all student assistants/mentors are in the space all at once, but they need space to meet with their mentees. Need clarity around how they use the space currently vs future expansion. Can they use another reservable space to accommodate their needs? Clarify their needs.
- d. Ann Johnson-Cruz asked about the square footage swap as the YES spaces don't appear to be much larger. Deirdre Clem will provide this to the committee before the next meeting.
- e. Patrick Orona highlighted that they are being proactive about their future expansion needs. Genevieve Marchand considered decentralizing/splitting their program into sectors if they grow larger as the university enrollment grows. Expansion through reservation is a good model.
- f. Wendy Sotomayor looked in 25Live and they reserved NHE every Wednesday for one hour for a regular staff meeting and the request lists 60 attendants.

- ii. [Rubric](#)
- iii. [Schedule](#)

4. Action Items

- a. 1.a. - October 24, 2025 Minutes - no vote - review next meeting
- b. 1.b. - November 21, 2025 Minutes - no vote - review next meeting

**REMINDER- Next USFAC meeting is Friday January 30 , 2026, 11:00AM, Zoom Meeting**