

Facilities and Support Services Committee
Thursday, September 21, 2017
9:30 a.m.-10:30 a.m.
Bayou Building, Room 1217
Minutes

Facilitator: Ward Martaindale, Vice-Chair and Facilities Alternate

Members Present: Dr. Ira K. Blake, President, Guest
Amber Brown, Faculty Senate-COE, Representative
Rodger Carr, University Computing & Telecommunications, Representative
Jennifer Holland, Neumann Library, Representative
Rebecca Huss-Keeler, Faculty Senate-COE, Representative
Usha Mathew, Administration & Finance Division, Representative
Mike McMullen, Faculty Senate-President Elect, Guest
Debra Ross, University Staff Association, Alternate/Acting Representative
Rosana Salinas, Neumann Library, Alternate
Thomas Schanding, Faculty Senate-HSH, Representative

1. Call to order/Opening remarks

Ward Martaindale called the meeting to order at 9:45 a.m. Brief introductions followed.

2. Approval of minutes

Minutes from April 2017 were not available for approval. Once located, these will be submitted to the committee for approval.

3. Discussion

a. Nominations for Committee Chair

Mr. Martaindale took a count of representatives present and determined that we did not have a quorum, therefore, a chair could not be selected at that time. An email vote will be sent out once candidates have been identified. There was discussion as to which of the eligible faculty members should be nominated. Dr. Blake spoke on the importance of the committee and electing a chairperson who would not only be qualified, but also enthusiastic, since the university is currently in the process of master campus planning.

Dr. Huss spoke on the importance of selecting a meeting time which worked for everyone. Monthly meeting times will also have to be determined via email since most representatives were not present.

The first official meeting will be scheduled for October. Due to faculty availability, meetings times might differ between the fall and spring semesters.

b. Review of FY17

Dr. Huss gave an overview of the Parking Subcommittee from FY17. Some of the items resolved included the creation of the van-only handicap parking spaces, adding more parking spaces for faculty and staff, adding a ramp by the traffic circle, and high school student crossing safety issues.

Other issues from FSSC which were discussed during the summer included the repairs of a structure in the Central Plant, which was completed, and the replacement of the chiller in the Bayou Building, which is underway. The second phase of the sidewalk LED lighting project was completed, as well. The next step will be to replace the street lighting with LED lights over the next three years. Renovations for the backstage women's restroom in the theater were completed during the summer. The conversion of the mailroom into the art gallery office is on hold due to a lack of funds.

No one had information as to whether signage at the parking kiosks and parking promo code issues were resolved. Mr. Martaindale noted that issues such as the parking code not working did not have to be sent to FSSC for a resolution. These issues should be pointed out to the department for a resolution.

The Space Allocation and Utilization Subcommittee did not meet last year.

c. FY18 Focus Items

i. Campus Signage

Dr. Huss discussed the issue of campus signage. She noticed that many of the new students and visitors were getting lost. Part of the problem is that the existing signage is poor. As departments have moved, the maps around campus have become outdated. Another issue is that the numbering does not make sense to visitors, especially in the Bayou Building. Dr. Blake mentioned the possibility of working with Dr. Jeffrey Lash to resolve this issue by turning this into a student project.

Mr. Martaindale talked about some of the signage options that have been presented during the campus master planning.

Mr. Carr pointed out that it might not be in the University's best interest to assign projects such as these to the students. To do so might result in a lack of quality and accountability. He did, however, recommend using GPS to create an application students can use to locate their classrooms. Mr. Martaindale determined that this issue would require further discussion. Once the draft of the master campus plan is released, Mr. Martaindale will provide the committee with a copy so that they can catch up on what has been going on.

ii. Space Allocation and Utilization Subcommittee (SAUS)

As departments move over to the new buildings and space becomes available, SAUS is expected to become very active during FY18. Mr. Martaindale has already distributed copies of the floorplans of Bayou and SSCB to those who will be moving to the new buildings and has asked them to identify the spaces that will be vacated.

Rodger Carr clarified that space allocation issues are only presented to SAUS in the event that they cannot be resolved within a department. SAUS then makes their recommendations to FSSC for approval or for review at University Council.

iii. Mother's Room

This was discussed last year. The University Life Committee referred this issue to FSSC. Mr. Martaindale said that before FSSC could review this, ULC must decide that this is a need in the existing buildings.

d. Update on Construction

The STEM Classroom Building and the Recreation and Wellness Center Building will open for use in the fall of 2018. Hurricane Harvey delayed construction for one week, but did not delay the expected completion date.

The dorms are currently being designed and are scheduled to open for use in the fall of 2019. This building will have approximately 300 beds and will be open to all students. Moving forward, it will most likely become a freshman-only dorm.

The contract for the roof in the Arbor Building is currently under review by UHS for final approval. The contractor is scheduled to begin construction in mid to late October.

The Police Building construction was set to begin today, September 21st, but might be delayed due to the rain this morning.

e. Website Updates

By-laws for FSSC can be found on the UHCL website. The link will be sent out via email. Mr. Martaindale asked to have the minutes from FY17 added to the website.

4. Adjournment

Mr. Martaindale adjourned the meeting at 10:40 a.m.

- **Next Meeting:** Tuesday, October 17, 2017
10:00 a.m.-11:00 a.m.
Location, B1215