

Facilities and Support Services Committee

Tuesday, February 27, 2018

9:00 a.m. – 10:00 a.m.

Bayou Building, Room 1302

Minutes

Facilitator: Dr. M. Bazlur Rashid, Chair

Present: Darlene Biggers, Amber Brown, Kent Case, Kimberly Herhold, Allen Hill, Jennifer Holland, Ju Kim, Mike Livingston, Ward Martaindale, Monica McKey, Alex Milam, M. Bazlur Rashid, Jeffrey Ryan, Andrew Reitberger

Absent: Albert Black, Dwayne Busby, Rodger Carr, Kim Edwards, Usha Mathew, Dilani Perera-Diltz, Alfredo Perez-Davila, Debra Ross, Rosana Salinas, Thomas Schanding, Troy Voelker

1. Call to order/Opening remarks

Dr. Rashid called the meeting to order at 9:05 a.m.

2. Action Items

- a. The minutes from November 14, 2017 were approved with corrections.
 - The room number on the bottom of page three was corrected to 1302.

3. Information Items

a. Construction Projects

All projects are moving along according to schedule despite the recent weather. The student housing project should be complete by summer of 2019. Completion for the Health Sciences and Classroom Building at Pearland is set for January of 2019. Installation of the Bayou chiller is nearly finalized. The Arbor Building roof project is almost ready, despite delays due to rain. Efforts are underway to determine if funds are available to replace some of the water fountains in the Bayou Building with fountains that have a bottle filling station. Each replacement fountain costs about \$1000. It was suggested that fountains in SSCB and Delta should also be upgraded. Replacement of the Delta Building chillers is underway; the new equipment is in place and the old equipment will be removed in stages.

b. Parking and Traffic Safety Subcommittee (PTSS)

The subcommittee discussed webpage updates. There have been discussions about moving the parking kiosk in visitor lot R to a better location. The parking kiosk at the Pearland campus will also be moved, due to the installation of a designated left turn lane. In addition, the

Parking Department will review and consider the ticketing policies of the University of Houston. Their policy includes:

- Withholding transcripts from students with outstanding parking fees
- Preventing students with excessive outstanding parking citations from registering for classes
- Providing a 50% discount for citations paid off within 72 hours

If the proposal were approved, students would be issued adequate warning before the policies take effect. In addition, this information will be included in student orientations. Money collected from citations is used for parking lot and road maintenance, and operating expenses of the parking department.

c. Space Allocation and Utilization Subcommittee (SAUS)

SAUS will meet on Monday, March 5.

d. Computer Services Advisory Committee (CSAC)

CSAC has not met.

e. Library Advisory Committee (LAC)

LAC has not met.

f. Campus Signage Ad Hoc Committee

The ad-hoc committee met with the architect team, DesignLAB, to work on the first phase of the wayfinding and signage project. DesignLAB developed the wayfinding policy for UH.

1) New Business

a) Room Locator

Ed Puckett from UCT will be joining FSSC during a future meeting to discuss if wayfinding technology is a feasible option for UHCL.

b) Prevention of Vandalism

There have been recent reports of vandalism throughout campus. Allen Hill, Chief of Police, reported that they have not been able to identify the individual(s) involved. As a preventative measure, cameras will be installed throughout the campus, as funding is available.

c) Procedure for Allocation of Space

The executive team, including Troy Voelker, SAUS chair, will be meeting with the consultant to lead the data gathering and analysis to compile and prioritize space needs from all departments on Wednesday, February 28. The focus of the project will be to determine immediate needs and recommend the most effective use of the space that will be vacated in the Bayou Building and

SSCB with the opening of the new buildings. Dr. Voelker will give full reports at future FSSC meetings.

d) Open Discussion

(1) It has been observed that event signage is not being removed in a timely manner.

Resolution: The organization that posts the signs is responsible for removing them after the event.

(2) There have been complaints regarding lighting inside the building, specifically during evening classes.

Resolution: There is no one assigned to turn the lights on in hallways. There are switches throughout the building that control the lights. Anyone can turn the lights on when they come across a dark area.

2) Adjournment

a) Next Meeting: Wednesday, March 21, 2018
 1:30 p.m. – 2:30 p.m.
 Bayou Building, Room 1218