

## Facilities and Support Services Committee Meeting Notes – November 25, 2019

### I. Call to order

The Committee Chair – Dr. Chris Ward called the meeting to order at 10:00 AM. 11/25/2019. See attached sign in sheet for member attendance.

### II. Action Item:

#### a. Approval of Minutes

LeRoy Robinson moved, seconded by Tanya Jeffery, minutes from October 28, 2019 meeting of FSSC were approved.

### III. Information Items:

#### a. Committee Reports

##### i. Update on Construction Projects

In the absence of Mr. Herrera, Mr. Denney presented. He discussed the following projects:

Bayou flooring and furniture. This initiative has been budgeted for the current year but is limited to Bayou, 2<sup>nd</sup> floor. Future initiatives will be Delta, Arbor, Pearland Academic Building, and SSCB, and Bayou 3<sup>rd</sup> floor, in an order to be determined in the future. This initiative was reviewed by both management and students and will be presented to Faculty Senate when their schedule permits. The plan is to begin and complete this initiative during the winter break. It will start by removing the furniture immediately following the end of finals week, then the flooring will be removed and replaced, and finally, the new furniture will arrive and be positioned before the start of Spring semester. Attached are drawings of the furniture and flooring.

Parking. UHCL will install three (3) electric vehicle charging stations, one in Lot D, one in the Delta lot, and one at Pearland. Ability to charge will be contingent upon purchase of a valid UHCL parking permit. Exact location within each lot is yet to be determined, the date of installation is yet to be determined. The stations will be donated, UHCL will need to pay for the installation.

Roof repairs. UHCL has entered into a contract to repair the roof in Bayou, and will soon for Delta and Arbor, and completed repairs for the SSCB in early Fall.

Mold remediation. The Police station was remediated, exposing a construction flaw. The university is seeking repairs, and will discuss future action once the repairs are completed.

Parking. Parking was briefly discussed, but these items will come forward to the Parking subcommittee and will be presented in detail at that time, including a proposal to increase parking rates for Staff and Faculty to match the proposed parking rate increase for students for the Fall of 2020.

##### ii. Space Allocation and Utilization Subcommittee

Bayou Administrative Space Reallocation Proposal. This initiative was presented to SAUS at the Nov 18, 2019 meeting as informational. [See attached detail](#). It was born out of the initiative to develop and enhance support for faculty looking to upgrade and make current their courses and to migrate them to online if desired. Additional challenges were requests from Marketing and Communication, Office of Institutional Effectiveness, and Title IX, Diversity and Inclusion for additional space and to be co-located to improve efficiency of operations. To achieve all of this, a significant chain of planning and discussion was initiative, resulting in the proposal as presented. While extensive work has gone into this proposal, it is not yet finalized. Actual drawings will be prepared once final approval is obtained.

Pearland Library. A proposal to expand the existing library space into the adjacent classroom was presented and received support from SAUS, [see attached proposal and Feedback sheets](#). The primary goal was to provide additional book storage and dedicated study and collaboration space, which is challenging given the current space of the library. The loss of the classroom will require better coordination and planning to accommodate classroom demand, but it did appear possible, though not currently occurring.

Future proposals. Not yet presented to SAUS, but presumed to be working their way forward are proposals to do phase II of the former Student Fitness Center – to convert the existing locker rooms into student collaboration space. A second proposal will likely be to modify existing space within the Neumann library to better support students. As both of these proposals are for space already belonging to those functions, they will both come forward as informational.

SAUS is also reviewing bylaws. The subcommittee currently has no bylaws, but has language in the FSSC bylaws that outline the functioning of SAUS. The discussion is if this is sufficient, or if the subcommittee should have its own bylaws. If either SAUS bylaws or modifications to the language in the FSSC bylaws are proposed, that will come forward to FSSC at that time.

### iii. Parking and Traffic Safety Subcommittee

The Parking subcommittee has not yet met for Nov, as they are scheduled for Tuesday, Nov 26, 2019. They will present their meeting items at the next FSSC meeting.

IV. No other items were brought up, the meeting was adjourned.