

University of Houston Clear Lake

Space Allocation and Utilization Subcommittee

Monday November 18, 2019

10-12:00 am

Room: B 2104

1. Call to order/Opening remarks

2. Action Items

- a. Approval of minutes from October 21, 2019

Minutes were approved without correction/changes

- b. Pearland Library Expansion Proposal- Dr. Vivienne McClendon and Ms. Chloris Yue

This proposal was presented, a copy of the proposal as well as the feedback forms and the consolidated Pro/Con form are attached. The primary discussion surrounded the impact on classroom availability, as while it was demonstrated in the proposal that there is sufficient capacity, it is the question of when there is excess capacity that is most important – what days and during what times. This classroom is currently in use Monday afternoons, when there is little excess space across the Pearland site. It was discussed that this is likely a one-day-a-week class, for three hours, so identifying alternative space may not be a challenge – as there was at least one, if not several other classrooms with similar capacity and zero use on Tuesday, Wednesday, Thursday, and Fridays. However, this will need to be addressed. However, there was discussion that while classroom space is always a challenge, student support and academic support space is also a necessity as enrollment at Pearland grows.

3. Old Business

- a. "Bayou Building Shuffle" Individual Proposal Explanations and Comment Opportunity- Mr. Mark Denney

- a. Center for Teaching and Learning
- b. University Advancement
- c. Office of Strategic Partnerships
- d. Office of Institutional Effectiveness (OIE)
- e. Office of International Educational Programs (OIEP)
- f. Art Storage
- g. Title 9 and Diversity Office
- h. MarCom

This proposal was presented as informational only, as it is all Admin Space that is being reallocated. The proposal form is attached. As it was informational, no feedback form was provided and that generated considerable discussion – see the final paragraph on this discussion. Much of the conversation related to the specific

request surrounded the timing, how final were the plans, and the function of individual programs and the impact of these moves on their operations, ability to deliver on strategic initiatives, etc. Because the plan was presented before it is final, though it has been through considerable discussion and thought and should not change significantly, there were a lot of very detailed questions that could not be answered, such as where existing storage would move to when storage space is being utilized for future office space, and related concerns. Additional concern was over how well the space being allocated actually served future plans, as well as immediate plans. This last question was largely left unanswered. The primary impetus for this proposal was the desire to support Faculty Development through greater capacity, greater facilities for teaching and learning development, and through greater prominence across the university for those functions. This proposal achieves that and for the most part, without cutting into division or department capacity or space, but in some instances, makes future growth for those functions unresolved. It did address both additional space requirements for Marketing and Communication and improved functionality for Office of Institutional Effectiveness through collocating all of their offices, but left University Advancement without space to grow and moved Strategic Partnerships into temporary space with no current plan as to when they will find a permanent home.

However, as critical of a conversation as the merits and challenges of the proposal itself, was a discussion of what format should proposals come before SAUS when they are administrative in nature, and informational only – and additionally, how would one define informational – as in this proposal, it was all administrative space, but not all one division or department that will be impacted

b. SAUS By-Laws

There was brief discussion as to the condition that currently, SAUS has no bylaws, however, FSSC has guidance for SAUS within its bylaws (attached here) and the conversation was does this suffice, or does SAUS need to develop its own bylaws. That discussion will be on the Dec agenda.

4. New Business

a. Open Discussion

There was discussion of moving the December meeting forward in the calendar, as the 18th may be after many of the Subcommittee members were already off campus for the holidays. No decision was made, with the Chair agreeing to review that and attempt an earlier date. No other new business was presented before the group.

b. Adjournment

Next meeting: Monday December 18, 2019, 10:00-11:00