

Faculty Facilities Planning Advisory Committee

Meeting Minutes

November 5, 2021

8:00-9:50am

Zoom

In attendance: Hannah Seidel (co-chair), Krista Benson (vice chair), Amanda Buday, Ed Aboufadel, Scott Whisler, Kelly Margot, Ross Reynolds, Blair Miller, Breanna Chycinski, Chris Hinsch, Emil Delgado, Jonathan Engelsma, Marcia Lee, Laura Przybytek, Christopher Shaffer, Christine Renner, Laura Kapitula, David Knarian, Steve Dahlquist, Melissa Morison

1. Minute taker – Amanda Buday
2. Approval of previous meeting's minutes
 - Approved without amendment.
3. Update on Board of Trustees meeting (Ed Aboufadel)
 - The BOT will discuss capital projects and creating the new “Blue Dot” building for digital studies. Current plans are in the ideation stage; a design committee would be formed if funding is allocated.
4. Charge It update (Kelly Margot)
 - The charge from ECS has changed. The original charge was to collect more data. Karen Engel was receptive to the data provided by Margot and the Charge It subcommittee. The committee will collect more data in W22.
 - Any room mentioned more than twice as needing increased charging capacity is being added to a pilot study; the subcommittee will start with MAC and CHS and try to determine the most effective, low-cost solutions.
 - Need to avoid tripping hazards (i.e. cords on floor). Health and computer sciences students are particularly needing to charge machines because of long hours on campus. In a previous survey, faculty reported bringing their own extension cords and electrical strips to class. The subcommittee is trying to be mindful of differing needs of students/faculty reported in previous survey results (i.e. types of chargers/ devices, age of machines).
 - Scott Whisler reported that Jim Flanders is heading up Charge It effort on behalf of Facilities. The target is to have a pilot room in place by Dec.
 - Ed Aboufadel relayed that two charging lockers are currently available. One consideration is that charging lockers need to be in locations where they can be monitored. The 20/20 desk in Kirkoff has been a good location. The lockers are not very expensive but they do need to be monitored. In Kirkoff they also have standing charging stations that students can move around. So far none have been stolen. BUT, cords would be tripping hazard.
 - Ross Reynolds added that there are four charging bricks and extension cords on each campus (Allendale and Pew) that can be checked out from the University Libraries. This effort is still in a pilot phase. In the future, meeting charging needs may be easier as USB-C chargers become standard.
 - Emil Delgado affirmed the need for a promotional campaign to increase students' awareness that these services are available. His office is exploring an app that would allow students to sign up for a charging brick on a mobile device to increase self-service.

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5. Facilities update on current and planned projects (Scott Whisler)

- Projects for next year (starting S22) were recently approved.
- The windows on MIP Library are being replaced as quickly as possible, but the supply of windows has been delayed.
- In anticipation of the winter season, Facilities is exploring a snow rail that will help break up snow as it falls from the roof at the Padnos/Student Services buildings. Last winter an avalanche of snow crashed through the glass in that location. Used in combination with snow melt, the snow rail may help mitigate large snow crashes.
- Facilities is working on renovations to the men's public locker room at the Fieldhouse, including individual shower stalls to increase privacy for public users (families).
- Turf replacement on Field 1 by the Children's Center is scheduled for S22.
- Facilities will also be working on a number of infrastructure and mechanical upgrades. Most projects (hopefully) won't be noticed. The goal is to make proactive fixes before problems are apparent.
- Parking lots H4 and K2 will get repaved S22. There will also be some resurfacing of parking decks.
- Hannah Seidel asked about the process for consulting faculty when Facilities conducts a project. Faculty in Movement Sciences have concerns about a lighting change that began without consultation with faculty. Whisler explained that the process can vary depending on how extensive the project is and where the funding is coming from. For small projects, occasionally someone makes a request and Facilities just handles it (i.e. lighting). Most projects have to be approved by the Dean's office, after which they are added to Facilities' active project list.
- Blair Miller asked about the process and timeline for wayfinding sign updates and the possibility of adding digital directory. Whisler explained that wayfinding signs are updated when there are major departmental changes. Digital directories are often not maintained. In Zumberge Hall, the digital directory was installed after much debate because there are essential services in the building and no receptionist at the entry. Christine Renner attested that the Zumberge directory is currently out-of-date.

6. Other committee updates

A. Academic Space Committee (Kelly Margot)

- The committee met and discussed that many faculty are unaware that they can ask questions and/or make requests concerning classroom preferences.

B. Parking Committee (Krista Benson)

- The expectant parent parking charge was initially investigated two years ago. At that time, it was recommended that the parking committee develop a new system for expectant parents. To-date, this has not happened. Parking Services did add an area on their website for expectant parents. Expectant parents who need assistance getting to their building can arrange for a van pick-up at their car (no DSR registration needed), or get a handicap parking permit by registering with DSR. Benson is concerned that updating the Parking Services website is not actually meeting the charge from ECS to FFPAC. Seidel agreed to reach out to Ngassa to ask what can be done if an ECS charge is not being met.

C. University Technology Council (Christine Renner)

- The committee met and talked about changes like Duo, IT challenges and complaints about insufficient help, and the Zoom phone rollout. Delgado addressed questions and concerns about network connectivity with new phones,

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recommending that connection problems be reported directly to IT so that they can address site-specific problems.

- D. Active Classroom Group (Melissa Morison, Christine Renner)
 - The committee had a meeting with Steelcase. There is a pilot classroom in DeVos that has been updated with Steelcase active learning space furniture. Trainings are scheduled for faculty who plan to teach in active learning classrooms.
- E. Campus Safety Night Walk (Amanda Buday and Scott Whisler)
 - Participants in the Campus Safety Walk identified a hazardous area near the Niemeyer Living Centers where erosion of the ravines is encroaching on the adjacent sidewalk. Facilities will investigate whether a barrier is needed. Most areas of campus appeared well-lit. A recommendation was made to possibly add lighting between MIP Library and the Student Services building.

7. Subcommittee updates

- F. Use of electricity on campus (Chris Hinsch)
 - The subcommittee asked for clarification about the intended audience associated with their charge. Seidel clarified that the charge is to create public-facing information as well as increase students' consciousness of their energy consumption. Hinsch and Buday are considering developing a class project for W22 that would take up this task.
- G. Former reports review: Safety and security (Steve Dahlquist)
 - The subcommittee would like to do a safety night walk on the Pew or Health campuses. The received good responses to a previous safety survey. It may be time to repeat the survey in order to get more feedback about buildings.
- H. Former reports review: Teaching space issues (Laura Kapitula)
 - The committee is beginning their work by reviewing former reports and defining their current charge.
- I. Former reports review: Way-finding (Breanna Chycinski)
 - The committee is trying to identify outstanding issues. Dahlquist defined six categories of wayfinding challenges for the committee to address. The committee has been testing wayfinding mobile apps but has not been satisfied with the performance of available applications. Existing apps are particularly not effective at assisting with navigating within buildings.
- J. Former reports review: Systems of reporting (FIX-IT) (Ross Reynolds)
 - The FIX-IT magnets have been posted. A memo to faculty unveiling FIX-IT is ready to be disseminated. FIT-IT can now be searched from the GV home page. Seidel will provide a memo template for reporting that the charge is complete. The memo will go to ECS, then to UAS, and finally on to the Provost. Additionally, the MyGV app has a classroom issues button.
- K. Review of active learning spaces (Melissa Morison)
 - The committee met in-person in LHH to tour new learning spaces in the renovated building. Classrooms have mobile seating, whiteboards, lots of non-classroom learning spaces for active learning. The committee reviewed diagrams of pilot rooms being created in collaboration with Steelcase. The committee recommends that FFPAC members participate in the trainings that will be offered for faculty using active learning spaces regarding design principles used when creating the spaces. The committee plans to survey faculty participating in active learning pilot and students.

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L. Work orders follow-up process (Chris Hinsch)

- Delgado has agreed that IT will provide support with the ticket tracking process.

8. Adjournment

- 9:50 AM
- Next meeting: Friday, December 3, 2021 8-9:50am (Zoom)