# Meeting Minutes

December 4, 2020

8:00-9:50

Zoom

In attendance: Hannah Seidel (chair), Ed Aboufadel, Sara Beaubien, Krista Benson, Jonathan Engelsma, Jason Herlands, Alex Hicks, Chris Hinsch, Sue Korzinek, Jina Lee, Kelly Margot, Sue Mlynarczyk, Melissa Morison, Brad Newman, Laudo Ogura, Laura Przybytek, Christine Rener, Scott Thorgaard, Scott Whisler

Not in attendance: Laura Kapitula, Laura Stroik

Guests:
Robert Talbert

1. Minute taker Chris Hinsch
	1. Will continue rotation process for minutes for the following meetings.
2. Welcome new Student Senate representative
	1. Grace McMahon
3. Approval of previous meeting’s minutes
	1. Krista motion to approve, Kelly second
4. Robert Talbert: Steelcase sabbatical
	1. Sabbatical at Steelcase.
	2. <https://docs.google.com/presentation/d/12JIRHv0WXQzk0Uq2edMIPSBSIqd4Q3I5Dz-DFFH3Ehc/edit?usp=sharing>
	3. Worked as an intern and did the following things
		1. Research
		2. Classroom observations
		3. Talks and workshops
		4. Paper he coauthored
			1. <https://doi.org/10.1016/j.heliyon.2019.e02967>
				1. Three takeaways: Classroom design = cultural expectations, Flow and connection = learning, Faculty offices are learning spaces

<https://www.edsurge.com/news/2019-02-07-to-get-more-students-to-office-hours-colleges-rethink-the-faculty-office>

* + - * 1. Kelly, can we do this

Ed, yes we can

* + - * 1. Scott Whisler taking over for Brad

Financial concerns with changes, standards are a constraint, equity between departments in the university is an issue.

* + - * 1. Melissa Morison – need to understand faculty
				2. Sue Korzinek – Chairing new committee on tech, not sure about furniture. Needs to verify.
				3. Scott Whisler – need to consider physics of alterations
				4. Hannah – need someone from the power subcommittee on this new committee
				5. Sarah Beaubien – is there a middle of the road rec?

Robert – connecting with others is key. Wheels on furniture are important. Enculturating faculty. Agree that it is much more expensive to retrofit. Grants are available: https://www.steelcase.com/discover/information/education/active-learning-center-grant/

* + - * 1. Christine Rener – We have a history of dealing with this. Much is on the BB site for this committee. Need to curate this institutional knowledge.
				2. Ed Aboufadel – We do act on these things. Look at Lake Huron renovation. Grants are available.
				3. Melissa Morison- You can see this in her building. Whiteboards, wheels, etc.
				4. Krista Benson – Faculty offices important. Is there info on cost of mock up offices?

Robert – no info on marginal cost. Can reconfigure cheaply.

* + - * 1. Brad Newman – Standards are important. Need to keep ADA.
				2. Hannah – any actions to consider
				3. Kelly Margot – how much is this committee and how much is Christine’s realm

Ed – if driven by faculty gov then it is this committee. What this committee recommends happens

* + - * 1. Christine – difference between new spaces and revisions
				2. Melissa – need more information and research
				3. Scott – I can share those standards with the group
				4. Hannah – if anyone wants to work with Melissa, email her and Hannah
				5. Kelly – how often do we replace furniture
				6. Brad – many decades between replacements
1. Facilities update on current and planned projects (Brad Newman)
	1. Capital Maintenance fund. Not much money due to Covid and enrollment decline. Several ongoing projects. Some deferred projects have been released to move forward but not a clear pattern.
		1. Ed – single user bathrooms
		2. Hannah – docs are on BB site.
2. Previous business update (Hannah Seidel & Laura Stroik)
	1. Expectant parent parking
		1. Memo from Provost supportive of this
	2. Parking Committee representative from FFPAC
		1. Request a member of this committee on the parking committee. Need a volunteer
			1. Krista Benson volunteered.
	3. FIX-IT update
		1. Magnets have been created and will be distributed.
3. Subcommittee updates
	1. Sanitary Product Accessibility in Restrooms
		1. Krista - Waiting for Menstrual Health Taskforce report Krista
	2. Standards for Electricity/Power Access in Classrooms
		1. Survey feedback and process
			1. Jason Herlands meeting with Academic Tech Advisory Committee. Need to figure out needs
				1. Classroom needs from faculty
				2. Student needs
				3. Looking for feedback.

Krista – not required but 95% use computers in class. Tough to answer this question as worded.

Student survey need equity for other campuses

Grace McMahon – ask students to think pre-Covid

Scott – Bricks to charge laptops in class

Hannah – tower option too

Kelly – need to gather more information

1. Other business
	1. Kelly – Allison Christiansen installing artwork
2. Adjournment – Krista Motion, Sue Mlynarczyk Second 9:25am

Next meeting: February 5, 2021 8am-9:50am, Zoom