**Faculty Facilities Planning Advisory Committee**

Meeting Agenda

September 1, 2017

8:00am – 9:50am

3062 JHZ

Present: Paulette Chaponniere, Denise de la Rosa, Andrew Lantz, Nick Mallory (Facilities Services), Tim Thimmesch (Facilities Services), Renee Freeman (GVPD), Hannah Seidel, Rachel Anderson, Molly Paulson, Kathryn Stieler, Doug Graham (Chair), Sarah Tibbe, Danielle Lake, Laura Stroik, Ed Aboufadel (ex officio), Patrick Roth, Brad Newman (Facilities Planning), Laura Jaskiewicz

1. Introductions

2. Minute taker – Patrick Roth

3. Approval of previous meeting’s minutes. – Minutes Approved

4. Review ECS charges for 2017-2018. In particular:

 a) Can certain of these, or a reworded version of them, be included among FFPAC’s

 permanent responsibilities in the Faculty Handbook (2.01.A.4.b.iv), in lieu of being

 charged annually?

 b) “Survey students, faculty, and staff on both Allendale and Pew campus about

 safety issues and concerns, collect Cleary Report data, and report the findings to

 ECS.”

* Discussion on what ECS wanted to accomplish with this charge.
	+ Is ECS suggesting we do a crime “climate survey”.
	+ Some concerns about us collecting additional data were raised. Would the data we collect be used to make safety decisions? Would we collect anything that GVPD is already collecting
	+ It was mentioned that we should think about it from a different perspective: Can we make adjustments to GVSU facilities that will help address some Cleary data issues?
	+ Chief Freeman Suggested that we work with Emergency Management Advisory Committee on this charge. Does it make sense to have a FFPAC member on the Emergency Management Advisory Committee? Doug was going to William O’Donnell to see. Justification being that this would be a good way to get faculty input on safety issues.
	+ It was decided that we needed to clarify with ECS what they were looking for with this charge. Doug will be contacting them for follow up.

c) Accessibility

- The Accessibility Taskforce report is available. FFPAC should review the report for potential recommendations that we feel we should support.

d) Identify and Report on Problems with Current Teaching Spaces – Can this language be integrated into the Faculty Handbook to describe the work this committee does. This doesn’t need to be charged annually.

 - There was general support for this idea.

e) Walkthrough update

- No major issues. Unlabeled light switch issue in LTT was brought up. This should be reported to Facilities Services. Accessibility issue in 138E DEV (unlabeled accessible seating, needs to be reported to Facilities Services), Questions on if GVSU meets accessibility requirements – Buildings meet code from year they were built/renovated. If there are issues they are addressed during renovations. DSR moves classes if room isn’t accessible. Lake buildings are biggest challenge.

5. Facilities Services update.

 a) Current and planned projects (Brad Newman)

 - See handouts (Brand sending electronic copies)

 b) Classroom door locks (Tim Thimmesch & Nick Mallory)

- All classroom doors now have locks. This is about 400 classrooms. All the door locks are not the same. Nick provided examples of all lock types. Labels will be put into place where needed.

- Question: Should we educate students on these locks? Should we recommend to UAS that we send a message to let students know about this? It was mentioned that we need to determine if this has already been communicated to students. Brad Newman willing to talk to EMAC (Emergency Management Advisory Committee) about this topic. Student Senate might also be able to assist with message. Might be easiest to include statement in syllabus.

 c) ADA compliance issues: protecting required access and safety in teaching spaces

 (James Moyer/Brad Newman)

* We need to be aware of entry door violations (accessibility and fire/emergency) and report or fix the violation if we see it. While we can help communicate these issues to other faculty in our departments the committee thought it would it be better to come from facilities/James.

6. I.T. update: land lines in buildings with cell coverage dead zones.

 - Land line phones have been installed in areas with dead zones. IT looking into trying to
 amplify cell signal. These are expensive and the landlines are a solution for now.

7. FFPAC liaisons in each department

- Is there value in having a FFPAC liaison in each department? They wouldn’t attend meetings, but get minutes, agendas, etc. Raise awareness of FFPAC and help with communication of Facilities issues. Maybe better idea is to include Dept. Chairs or Deans? We could ask them to pass information on to all faculty or Unit Heads. Instead of meeting minutes maybe sent noteworthy updates. No decision was made on this.

8. Review sub-committees

* Where do things stand with Sub-committees? It was task oriented, tasks have been completed. These sub-committees should be used when the need arises. Discussion ended 9:41.

8. Organize the FFPAC Blackboard site.

* Doug asked for volunteers to organize BB site. No one volunteered at the meeting.

9. Would any new teaching spaces, e.g. performing arts, lend themselves to ethnographic

 study by ANT interns?

* Doug suggested some study related to the new PAC building. Waiting to hear back from ANT if students are interested.
* People were also interested in studying building signage and buildings with confusing numbering for a future project.

10. Other business.

* James Moyer retiring in April. Ed will suggest that a faculty member be on the search committee, possibly from FFPAC.

11. Adjournment – Adjourned at 9:55.

Next meeting: Friday, October 6th, 8:00am – 9:50am, JHZ 3062