**Faculty Facilities Planning Advisory Committee**

Meeting Minutes | September 6, 2019 | 8:00am – 9:01am | 3062 JHZ

Present: Adrienne Wallace, Jason Herlands, Laura Stoik, Christine Rener, Hannah Seidel, Ed Aboufadel, Scott Thorgaard, Brad Newman, Jina Lee, Jonathan Englesma, Laura Kapitula, Chris Hinsch, Laudo Ogura, Krista Benson, Sue Mylnarczyk, Clark, and Brian Merry (on behalf of Sarah Beaubien)

Absent: Ross Reynolds, Kelly Margot

1.  Introductions

2.  Minute taker – Adrienne Wallace

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

Motion: Herlands; Second: Stroik

4.  Classroom walkthroughs recap

Happened mid-August; takes 4 meetings to make this happen. Thank you to those volunteers.

CAC 1415 - emergency exit door explored and referred to Newman - communication to B. Newman requested via more formal means.

Case room screens brought up - referred faculty member to AV by B. Newman.

5.  Facilities update on current and planned projects (Facilities Representative).

Project “cheat sheets” circulated:   
New Health Sciences Building

Spectrum/GVSU Shared parking ramp projects

Lake Huron Hall Project underway - on track - subcontractor bids; starting to move faculty out of that building end of December to start construction first part of January. Budget $9.1M, Department chairs for English and Classics were involved in the design of the building and use.

6.  Academic Space Committee update – Ed Aboufadel

Academic space committee page at gvsu.edu/provost under ASA Process & Procedures - created a regular meeting once a month to review issues - FFPAC chair has a role on this committee. Page created to This group receives the report from the FFPAC committee called “classroom issues full list.” IT requests went to IT. Repair requests went to operations. Another list went through committee to see if they could be remedied. List is/was useful. Perhaps an every other year charge for this committee. Please encourage people to put in work orders for issues that exist.

Restroom website is now available. GVSU.edu search for restrooms.

6.  Review ECS charges for 2019-2020.

           A) Systems of Reporting - gather resources together all in one place.

-Create Resources (e.g., a flyer) that help faculty and staff understand how to use the systems of reporting

Renner: Skeleton already exists (she will design flyer) if we want to modify this.

Aboufadel: Perhaps magnets on whiteboards?

Kapitula: Discussion of “help button” on instructor station.

Englesma: Use staff in units to help distribute this information as they are the

Seidel: Would like to create a subcommittee to remedy this issue.

***Subcommittee: Laura Stoik, Jason Herlands, Laura Kapitula***

           B) Expectant Mother Parking

                         -Consider possible recommendations for parking

Seidel: Would like to create a subcommittee to remedy this issue. Perhaps work with “family friendly taskforce” within the Womens’ Commission as this has already been proposed and denied.

***Subcommittee: Krista Benson, Adrienne Wallace, Sue Mlynarczyk***

           C) Automobile Charging Stations

-Consider the feasibility of adding more automobile charging stations on all campuses

-Contact Tim Thimmesch (associate vp facilities services) to come speak at a meeting - November

-Make recommendations commensurate with findings

***Subcommittee: Scott Thorgaard and Chris Hinsch***

Seidel: Would like to create a subcommittee to remedy this issue. Newman observes that these spots are filled consistently in Allendale. Questions regarding electricity cost and discussion followed. Aboufadel: what’s going on at other colleges/universities in the state? Kapitula: is data being collected about this through the charging stations so we know usage already?

           D) Security/Police Booth Locations

From student senate.

-Can there be an online map showing all security/police booths on campus?

-Investigate how the location of security/police booths on all campuses is communicated and make recommendations as needed on findings

Stoik: We need clarification as there are not security/policy booths on campus.

Merry: Broaden to include what do students need?

Aboufadel: Watson presence downtown.

Seidel: Would like clarification of how the information regarding downtown police has been communicated to the campus communities.

7.  Other business

Is there interest in a student doing research on space or a current project?

Aboufadel: introduce more communication regarding the project if/when this comes to fruition.

Newman: last few years Anthro has headed this up.

  8.  Adjournment at 9:01am

  Move to adjourn: Benson; Support: Ogura

***Next meeting: Friday, October 4th, 8:00am – 9:50am, JHZ 3062***