

Faculty Facilities Planning Advisory Committee

Meeting Minutes

3 September, 2021

8:00-9:50 a.m.

Zoom

In attendance: Hannah Seidel (co-chair), Laura Stroik (co-chair), Krista Benson (vice chair), Ed Aboufadel, Patricia Bolea, Amanda Buday, Breanna Chycinski, Ken Cott, Steve Dahlquist, Chris Hinsch, Laura Kapitula, Marcia Lee, Kelly Margot, Blair Miller, Melissa Morison, Laura Przybytek, Christine Renner, Ross Reynolds, Maureen Ryan, Scott Whisler

1. Introductions
2. Minute taker: Melissa Morison
3. Approval of previous meeting's minutes
Approved without amendment.
4. Committee meetings
 - A. Modality: Zoom or in person?
By show of hands, meetings for AY 2021-2022 will be via Zoom; link will be the same for all meetings. On occasion, it may be necessary to meet in small groups to accomplish specific tasks.
 - B. Attendance policy
Review of SG 1.02 (attendance policy re standing committees).
Contact co-chairs if you anticipate being unable to attend a meeting. If you must miss a meeting, a sub from your college (or University Libraries) should attend in your stead.
Updated list of AY2021-2022 FFPAC members pending.
5. Facilities update on current and planned projects (Scott Whisler)
Facilities is in their planning process for next year's projects. Current focus is on maintenance and safety. Other projects are under consideration, pending budget approval. Projects recently completed or in progress: DeVos Center for Interdepartmental Health (completed); conversion of Mt. Vernon St (Pew Campus) pedestrian mall (completed); E-Sports area in Kirkhof (in progress); replacement of Mary Idema Pew Library window glass (in progress). Other substantial projects awaiting budget approval.
6. Classroom walk-through update
Not discussed; will address this at a later meeting.

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7. Review ECS charges and assign subcommittees for 2021-2022 (see also related discussion @ #8 below)

As of this meeting, FFPAC is awaiting final, formal ECS charges.

Discussion of status of old and newer projects. There is much work to be done, and everyone should anticipate being on at least one subcommittee this year.

To expedite subcommittee assignments, everyone should communicate to the committee co-chairs, by 10 September, their subcommittee preferences (co-chairs to reach out to committee members with specific procedure).

8. Review standing charges (related to #7 above)

Extensive discussion. Will need to continue at a future meeting.

Updates on specific charges:

- a. Sanitary products project: Completed; memo sent to ECS; installation in progress
- b. Electricity/power access in classrooms: E. Aboufadel will serve as ex officio member of subcommittee working on this issue. Results of current survey to be communicated to IT; may need to re-survey now that more students and faculty are back on campus.
- c. Other electricity issues: memo re electric car charging stations was drafted, establishing stations where, in principle, usage could be tracked & recommending collection of usage data.
- d. Former reports review: Review of 4 “subcharge” areas (safety and security; teaching spaces (faculty survey, PAC, and Finkelstein); wayfinding (both interior and exterior/outdoor spaces); reporting systems (FIX-IT, mobile app). Need to follow up on earlier reports, confirm that recommendations were received/resolved. If additional surveys are needed, consider running one survey per year, alternating areas of concern.
- e. Active Learning Spaces: E. Aboufadel suggested that the committee devote some time to developing a clearer definition of Active Learning Classrooms; it was noted that the term is used differently by different campus stakeholders, and that greater clarity on that point would be helpful going forward. Committee should, if possible, review recent report from Active Learning Task Force.
- f. Additional areas (work orders follow-up process, leadership & succession planning, mid-year progress report): not discussed, will address at a later meeting.

9. Other Committee updates

- A. Academic Space Committee update (Kelly Margot)

-- There is ongoing discussion of possible power/charging stations and other options; includes ongoing consideration of funding, logistics, and administrative responsibility. Trials of some possible solutions are in progress (e.g., check-out of charging “bricks”). Need for robust data collection was stressed.

- B. Parking Committee update (Krista Benson)

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-- Substantial progress was made re expectant mother parking. Work continues.

C. University Technology Council update (Laura Stroik, Christine Rener)

-- A survey is in progress. Please make a point of completing the survey, and urging colleagues to do so as well.

10. FIX-IT update (Laura Stroik)

Not discussed; will address this at a later meeting.

11. Other business

None.

12. Adjournment

Adjourned at 10:00 am.