# Meeting Minutes

September 4, 2020

8:00-9:50

Zoom

Present: Hannah Seidel, Krista Benson, Alex Hicks, Kelly Margot, Laura Przybytek, Laura Stroik, Brad Newman, Chris Hinsch, Jason Herlands, Christine Rener, Jina Lee, Sarah Beaubien, Jonathan Engelsma, Scott Thorgaard, Laudo Ogura, Maureen Ryan (in place of Sue Mlynarczyk), Laura Kapitula

1. Introductions
2. Minute taker – Krista Benson
3. Approval of previous meeting’s minutes

Benson moves, Margot seconds.

1. Facilities update on current and planned projects (Brad Newman)

New projects: DeVos Center for Interprofessional Health (project stat sheet in email) includes a parking ramp with a number of parking spots. Should be done next year. Started in May 2018. (On schedule.) Lake Huron Hall project, complete overhaul, took a hit due to COVID (moving faculty in first week of October. Classes start in Huron in January).  
  
Other projects: nearly completed the security camera project (1400 hi-resolution cameras on Allendale & GR campuses buildings & exterior. About 99% complete, both forensic and live and have motion abilities, GVSU PD has access to all of them).   
  
Mount Vernon Project (just west of Seidman. Working to close the street and put blockades at the end and turn into a pedestrian path and bike route. In concept drawings and working with City of GR, full design slated to begin this fall, hoping to begin construction and finish by 2021).  
  
Cook-DeVos Simulation Project (in the CHS building, in design, project started, should start in May and be finished by October).  
  
Manitou-Mackinac Hall-some work in both buildings to improve classroom spaces, Manitou should be completed by Summer 2021.  
  
Rapid Laker Line is complete! Working with city and state officials regarding traffic lights—the buses sync with traffic lights so that the buses can run more efficiently.  
  
Some projects canceled for this year from the capital maintenance fund (CMF) due to COVID, resulting budget, and difficulties finding contractors. 2021 CMF being planned now. Brad will send an updated 2020 project list to the committee.

1. Classroom walkthrough update (Hannah Seidel)  
   This year, focused on social distancing being possible, that faculty can get to the teaching stations safely, and that the rooms were formatted appropriately considering COVID-19 safety conditions. If people hear of instructors having trouble navigating physical classroom spaces, please let Hannah know so that this team can be contacted to change things. In some buildings, there have not been sufficient cleaning supplies and sanitation supplies due to backorders. Brad will send an email to custodial about both GR and Allendale campuses and will send a response to Hannah. If people hear of supplies missing, can be funneled through the committee. Labs were not included in the walkthroughs this year, as not all of these classrooms were restructured for social distancing at the time of the walkthroughs.
2. Provost’s memos on charges for last year (Kelly Margot)  
   In the FFPAC Blackboard site, look in last year’s folder and go to documents. The “memo from provost office” shows the memo sent to FFPAC for the resolution of the charges from 2019-2020. Supported the recommendations, concerned about budget issues. All resolution to charges will be housed on Blackboard.  
     
   Memo on pregnant and newly parenting parking was submitted in August, we do not have a response yet.
3. Academic Space Committee update (Kelly Margot)  
   Kelly Margot attends for the committee for the now biweekly meetings. George McBane has done all of the coding to figure out safe COVID distancing and classroom capacities, registrar’s office would redo the coding in Banner for how classes are being offered.  
     
   Kelly Margot met with Allison from the art department to consult about getting art in Eberhard because the blank walls are depressing. Ed A. and the art department are going to figure out how to fund it and art will be installed on the 3rd, 4th, and 5th floor.
4. Review ECS charges for 2020-21  
   Only focusing on essential charges for 20-21. Other charges are deferred until 21-22.
5. Sanitary Product Accessibility in Restrooms

Make recommendations in support of the Student Senate effort to provide access to sanitary products in restrooms. [SHORE Log: 1167-2020](https://intranet.gvsu.edu/shore/charge-view.htm?chargeId=EB71BA2F-D497-3BD8-B2E5BF4915527345)

Alex Hicks reported the history: In January 2020, a partnership between Student Senate and Replenish offered free menstrual products in 5 bathrooms (2 gender inclusive, 3 women’s bathrooms). Hundreds of products were used by students. A resolution was passed in Student Senate to set a task force to develop recommendations for the Dean of Students office by December 2020. They also completed a case study regarding need for menstrual products at GVSU for an honors project this summer, which is being reviewed.  
  
The committee could best support this project by looking at the broader facilities perspective regarding where these supplies might be located, how to install them, etc. The committee can also bring information back to our colleges and units. Alex will provide some talking points, including students using menstrual supplies for unsafe periods of time due to financial need.

1. Standards for Electricity/Power Access in Classrooms

Collaborate with the Academic Technology Advisory Committee to recommend standards for electricity/power standards in classrooms (e.g., outlets, charging stations/lockers). [SHORE Log: 1170-2020](https://intranet.gvsu.edu/shore/charge-view.htm?chargeId=EB98C21A-F247-5B06-0938A72B80E3473B)

Bonnie Bowen shared a summary from the chair of this committee. There is a pilot program on pause. This committee will take stock on where we are and make recommendations about moving forward.

1. Work Orders Follow-Up Process (charge deferred until return to regular faculty workloads)

Examine the follow-up process for completed work orders to ensure that the individual who submitted the order has an opportunity to verify that the reported issue has been completed. [SHORE Log: 1171-2020](https://intranet.gvsu.edu/shore/charge-view.htm?chargeId=EBA6C10F-D980-1E8F-E1A00DE394C3E727)

Subcommittees?  
Sanitary products subcommittee: Christine Rener, Alex Hicks, Krista Benson, Jina Lee  
  
Power access committee: Jason Herlands, Kelly Margot, Laura Stroik

1. Review standing charges  
   Robert Talbert will be attending our October meeting regarding best practices in developing classroom furniture and learning environments. Hannah will also see if Chief DeHaan can attend either in October or later.
2. Other business
3. Adjournment  
   Margot moved to adjourn, Benson seconded.

Next meeting: Friday, October 2, 8:00am – 9:50am, Zoom