

AGENDA

Facilities & Support Services Committee (FSSC)

Tuesday, February 18, 2024

2:00-3:00 PM

B 2230 and TEAMS

1. **Call to order** - Dr. Rebecca Huss Keeler
2. **Approval of Meeting Notes: Meeting minutes:** October 15, 2024
 - [FSSC Agenda Oct. 15 2024 with meeting notes.pdf](#)
 - Approved
3. **Old Business**
 - Update from work during Winter Break – Mr. Doug Wells
 - [Projects Update 02 17 2025.pptx](#)
 - Ricoh copy center
 - Can OIT run lines? Wait a bit
 - For network do we wait for the punch up? We did ourselves
 - Reopening date? This is entirely up to Ricoh.
 - Is equipment being moved up freight elevator? Yes, all coordinated
 - Packages aren't left unless they sign off on? Unknown. On 1st floor they have package pickup Lockers by 14RR.
 - Bayou CCAP
 - Where will the faculty be moved to? The Provost will decide. Math, Biology and Business will be on one side of the 3rd floor
 - HVAC - what will be disruption to AC services? This is up to the contractor how to approach but plan is to be as little disruption as possible and planned outages by section. Comment - Please correspond as much as possible.
 - Regarding moves, was the plan a direct move of offices? We don't know yet. Must clear it out first
 - SEM move
 - This proposal is tabled here at FSSC. It was supposed to decide whether strategic enrollment will move? After OIT vacates they will possibly go to that space.
4. **Sub-Committee Reports**
 - **Parking and Transportation- Dr. Nelson Carter** – Information Items
 - Completion of bollards in Lot D.

- Barriers removed in Lot D
 - More spaces and less frustration to move around the lot.
 - More traffic flow in the back instead of just the front of lot D.
 - Working with the police to determine placement of stop signs in Lot D.
- Investigating new signage around the U in front of Spiritus Mundi statue to show correct traffic flow
- Looking into increasing accessible parking in Lot B by SSCB- top priority
- **Space Allocation and Utilization- Dr. Libby Lin** – Information Item
 - Library Space Guidelines (2025)
 - [Meeting & Event Spaces - Library Spaces - Research Guides at University of Houston-Clear Lake](#)
 - Proposals are currently in progress for Aerospace on 3rd floor of STEM.
- **Environmental Health and Safety- Dr. Jennifer Arney –Cuevas** – Action Item
 - Interim Environmental Health and Safety MAP Policy review
 - [University of Houston-Clear Lake](#)
 - Part A says hazard training. We do provide training as needed and/or requested. Labs, ergonomics, etc.
 - Faculty development might be a good place to do this. Yes, we receive similar requests and provide for them currently.
 - What would the process be? Call or email myself or Niki Pearce
 - Policy approved by committee.
- ***New Business/Announcements?***
 - Projected FSSC Projects during Spring Semester – Mr. Doug Wells
 - Other items for discussion
 - Status of the Bayou Renovations is ongoing.
 - Announcements
 - Sometimes there are holes in classroom walls for instance. Who is responsible for resolving
 - May need to enter a work order. Might should bring up to SAUS also may need to do a survey occasionally.
 - May also take to SAUS to take off chalkboards in classrooms.