

AGENDA

Facilities and Support Services Committee (FSSC)

Wednesday, January 25, 2023

2:00-3:00 Room 1333

- **Call to order**
- **Approval of Meeting Notes from the Nov. 30, 2022 meeting**
Approved.
- **Sub-Committee Reports**
 - Parking and Transportation Report-Dr. Youssef Hamidi
 - Nothing to vote on.
 - Parking could be preset or limited. When dept or program is asking for codes they can use a preset number and pay as funds run out. Mark – person who requests code it is their responsibility to keep up with balance. Dr. Hamidi – can also use limited amount. John Rodriguez – does T2 have ability to send notification. Mark – Harry is asking. Steve – codes are available so you can request at any time for more.
 - Cash payment process – need one point for students to cash pay. Contact is being made to SSCB to see if there is a way to do that.
 - Handicap at Stem – at least 2 parking spaces can be used as handicapped. President has to agree.
 - USA parking spot – asking for their parking to be designated closer to buildings. Parking dept is looking for mobile assigned parking signage. Steve – will possibly select 2 at each building to put a sleeve for mobile assigned parking.
 - Removal of permit required parking for nature trail – no longer needed will just update signage. Mark – feedback please to verify agreement from committee.
 - New Hawk Express extended hours. Going to United Way of Houston in spring semester for a one-month trial. Extension of time is 6AM to 11:30PM.
 - New bollards will be installed in phases.
 - Parking information booth in B1636.
 - Electric charging is 3-hour limit. Some classes run longer. Steve – we will propose changing.

- Space Allocation and Utilization Report - Dr. Daniel Imrecke

We did not meet due to not having new business.

- **Old Business** - Discussion #1 of the Master Plan- Mr. Mark Denney
 - Introduction and planning context.
 - In our current plan we have 500 acres. To keep our nature preserved and keep our footprint is our goal. We were struggling with where our growth was happening during our downward expansion plan. Need to expand our entrance for visibility experience. Strengthen the pedestrian aspect.
 - Students asked want to see more hiking/biking trails. City has said if we expand these they want to go to Middlebrook and other areas. About 6-7 miles at least. If bridge was raised to flood level they would have to raise trails also.
 - Want to see more café and food venue. More Dining opportunities in SSCB.
 - Houston Metro had said they have no plans to expand further than bay Area park and ride. Therefore, we expanded our shuttle route.
 - Intent is to have a circular walk path around campus.
 - Lot G used to be full all the time. Becky – was also used for high school parking while building was going on. FSSC was involved with planning commission at the time also.
 - Water is absorbed by bayou so we don't have usual flooding issues. Lot A and B are in flood plain and are future building sites. We may have to address.
 - Balance with interior and exterior spaces.
 - Next is space needs and program. Assumption was growth would be with new first-time college students. More Transfers and international and/or graduate students. Assumption was more would live on campus. This has not materialized. Imrecke – living on campus is very expensive. Mark – for first few years yes but afterwards cost will stay steady. Aren't most of our students not living on campus? Mark – this is a plan and may need to be adjusted as we go.
- **New Business/Announcements** - Mr. Mark Denney
 - Reading of the Policy on Policies: Administrative Policies - Mr. Mark Denney
 - I'm proposing a policy revision as put in folder. Goals are to better define and give better responsibility. 1st policy aligns to divisions. Also aligns to shared governance process. Does not talk about facilities, etc. We would assign a Director or above person as subject matter expert. 1. What changes and 2. Why not making certain changes. 3. Keeps institutional history of why changes were or were not taken. Policy coordinator will have to be budgeted for. Notes from university council would be kept. David Palmer - Can we do document as a searchable text document? Mark – no objection. Will share

this with all committees to get feedback from their constituents. Would like to have by May council meeting.

- Internal Wayfinding Sub-Committee- Mr. Mark Denny and Ms. J'Naudia Hunter
We met and a lot of progress was already made. Next meeting, I will present previous ideas. We will also look at previous surveys.
- Project Update- Mr. Mark Denney

Online Attendees: Bianca Schonberg, LeeAnn Wheelbarger, Jennifer Beamer, Bernice Webster, Lisa Hudson, Joan Pedro, Patrick Cardenas, J'Naudia Hunter.

University of Houston Clear Lake

FY2022 - FY2023 Facilities & Support Services Committee (FSSC) Attendance Sheet

Meeting Date: January 25, 2023

| Members | Seat | Role | Absent/Present |
|--------------------------|------------------------------------|------------------------------|-----------------------|
| Anne Anders | Faculty 1 (serving until 2023) | BUS Faculty Representative | |
| Jennifer Beamer | SGA | Student Representative | online |
| Brandon Byrd | Strategic Enrollment | Division Representative | |
| Patrick Cardenas | Student Affairs | Division Representative | online |
| Christina Cedillo | Faculty 2 (serving until 2024) | HSH Faculty Representative | |
| Leticia French | Faculty 3 (serving until 2023) | HSH Faculty Representative | |
| Shanna Graves | Faculty 4 (serving until 2023) | COE Faculty Representative | |
| Youssef Hamidi | Faculty 5 (serving until 2024) | CSE Faculty Representative | |
| David Palmer | Library | Department Representative | |
| Lisa Hudson | Office of President | Division Representative | online |
| Daniel Imrecke | Faculty 7 (serving until 2023) | CSE Faculty Representative | |
| Becky Huss-Keeler | Chair | COE Faculty Representative | B. Huss-Keeler |
| Steve Kitchen | Vice-Chair | AVP Facilities, Maint, Const | |
| Lori Lopez | University Advancement | Division Representative | |
| Joan Pedro | College Dean | College Representative | |
| John Rodriguez | Office of Information Technology | Department Representative | online |
| Susan Ryan | FSSC Administrative Support | | |
| Bianca Schonberg | USA 1 | Staff Representative | online |
| Lee Ann Wheelbarger | USA 2 | Staff Representative | online |

| Alternates | Seat | Role | Absent/Present |
|------------------|----------------------------------|---------------------------|----------------|
| Quinn Bowman | Strategic Enrollment Mgmt. | Division Representative | |
| Kimberly Dodson | Faculty Representative | Faculty 1 | |
| Aaron Hart | Student Affairs | Division Representative | |
| Laurice Larsen | University Advancement | Division Representative | |
| Mike Livingston | Office of Information Technology | Department Representative | |
| Matthew Peek | Library | Department Representative | |
| Tina Powellson | Student Affairs | Division Representative | |
| David Rachita | Student Affairs | Division Representative | |
| Glen Sanford | College Dean | College Representative | |
| Ishaq Unwala | Faculty Representative | Faculty 2 | |
| Berenice Webster | Office of the President | Division Representative | online |

| Non-Voting Guests | | | Absent/Present |
|--------------------------|--|--|----------------|
| Ciara Evans | Student Accessibility Support Services | | |
| J'Naudia Hunter-Phillips | Student Success Initiatives | | online |
| J'Naudia Hunter-Phillips | Student Accessibility Support Center | |)) |

Mark Denney

VP A&F

visitor