

University of Houston Clear Lake

Space Allocation and Utilization Subcommittee

April 16, 2019

1:00 p.m. – 2:00 p.m.

Bayou 1104

Minutes

Present: Lisa Coen, Derek Delgado, Kim Edwards, Allen Hill, Rebecca Huss-Keeler, Ju Kim, Daniel Maxwell, Debra Ross, Gavin Steiger, Alix Valenti, Mary Washington, Chloris Yue, Sana Zeidan

Absent: John Decman, Mark Denney, Samuel Gladden, Eric Herrera, Tonya Jeffery, Mike Livingston, Russell Miller, David Rachita, Miles Shellshear

1. Call to order/Opening remarks

The meeting was called to order at 1:05 p.m.

2. Action Items

a. Approval of minutes

i. March 19, 2019 – Minutes were approved as presented.

b. Emergency Operations Center Proposal

Chief Hill delivered an update on the EOC proposal. Mr. Herrera has completed his evaluation of the space and withdrawn his objection to use of the space for this purpose. Attendees were able to see what a typical emergency operations center looks like and talked about what layout for this space. The EOC will have two conference areas and the command center. The small area in the back will continue to be part of the lock shop. There was a question whether there would be any available office space left to be used for other potential requests. It was confirmed that there might be one office area available, however, to share the space would not be ideal. All other areas will be access-controlled, per federal regulations. All costs associated with conversion of the space and equipment are expected to be covered by the grant.

In favor: 9

Opposed: 0

Abstained: 1

3. New Business

a. Student Lounge Proposal

Dr. Maxwell gave an informal overview of the proposal for the student lounge. The formal proposal is expected for the May meeting, pending the quote from J. Tyler.

This would be an open space for collaboration. Student organizations will have the opportunity to reserve desk space to increase visibility. There will also be space for small group meetings. This will be a social space and would not be ideal for studying. It is expected enhance the on-campus living experience.

4. Information Items

a. Art Storage Proposal

Bayou 3407 was identified as a possible space for art storage. It is currently a classroom, but it is directly behind the elevator, which is not ideal for the teaching environment. A proposal with renovation information is expected in May.

5. Adjournment

- a. Next Meeting: May 14, 2019
 1:00 p.m. – 2:00 p.m.
 Bayou 1104

Permanent Space Allocation Request Form

DRAFT
4.15.19

Overview: This process is envisioned to address the permanent allocation of space for Academic, Student support, research, administrative, and institutional support. It is not necessary that first there must be vacant space, though if requested space is not already vacant, significant priority will be assigned to the continuing tenant if the proposal involves involuntary relocation. One-time space use allocation decisions will continue to be made on a first-come-first served, space available basis.

Title of Request: Student Organization Center and Lounge

Date of Request: 4/16/19 Division/Department Making Request: Student Affairs

- **General Description of space request:**

(Briefly identify the nature of the space request proposal, what space is being requested, and the operational requirement of the request)

It is my desire to create a Student Organization Center and Lounge. There is currently inadequate space on the campus for student organizations to operate out of and to have dedicated space to work on projects that advance their organizations and contribute to the student experience at UHCL. There are currently 100 registered student organizations and we anticipate this number to grow in the future. See attached design proposals.

- **Current space use:**

(Briefly outline current space allocated to the program, function, etc. If the Program is new, attach program approval supporting documents)

The proposal is to convert the current Fitness Zone into the Student Organization Center and Lounge (See attached). This space was vacated when the new Recreation Center opened Fall 2018 and this space was identified for continued student use in the last space study. Currently student organizations are provided locker space and there is limited meeting or group space other than the use of classroom when not in use.

- **Challenges from current space use:**

(Briefly identify why/how the current space allocation inhibits the success of the program)

In efforts to expand a robust student life experience, staff in the Division of Student Affairs have been supporting the growth of student involvement opportunities from Campus Activities Board to SGA, from student organizations to leadership develop programs, and so on. Currently there are 100 registered student organizations and there has been noted increases in student engagement with programming, activities, volunteer services and leadership programming. The recreation center along with new residence hall will continue to enhance a seven-day operation for Student Affairs in meeting the expectations and needs of the growing undergraduate student population.

- **Alternate solutions not requested:**

(Briefly identify alternative solutions to the challenges identified above and why those solutions are not being sought)

There is currently no other space that is now vacant that would permit itself for such an easy conversation and with its agency to so many DSA departments that support the activities of registered student organizations. The attached proposal still needs to be review by UHCL's FMC, but the furniture can be purchased in phases to grow into the space.

- **Proposal Metrics if applicable:**

(Identify what metrics can be used to measure success of the program if this space request is approved, compare to current metrics)

Based on better practices for such spaces, a process will be designed for year to year use of the work stations by registered student organizations. The space would be monitored for use/frequency along with the use of the lounge, work space, and conference room. Metrics would include usage and type of use by DSA staff responsible for monitoring the space.

- **Alignment with Strategic Plan:**

(Briefly identify how this proposal aligns with the strategic plan for the University, Division, or Department)

Endorsement:

Requestor

Name: Daniel M. Maxwell Email: maxwelld@uhcl.edu

Date: 4/16/19

Phone: 3025

Alternate: _____

Division/Department: Student Affairs

Vice President: Daniel M. Maxwell Signature: _____

Approve this request: (circle one) **Y** **N**

SUAS Co-Chair: _____ Signature: _____

SUAS Co-Chair: _____ Signature: _____

Recommendation: _____

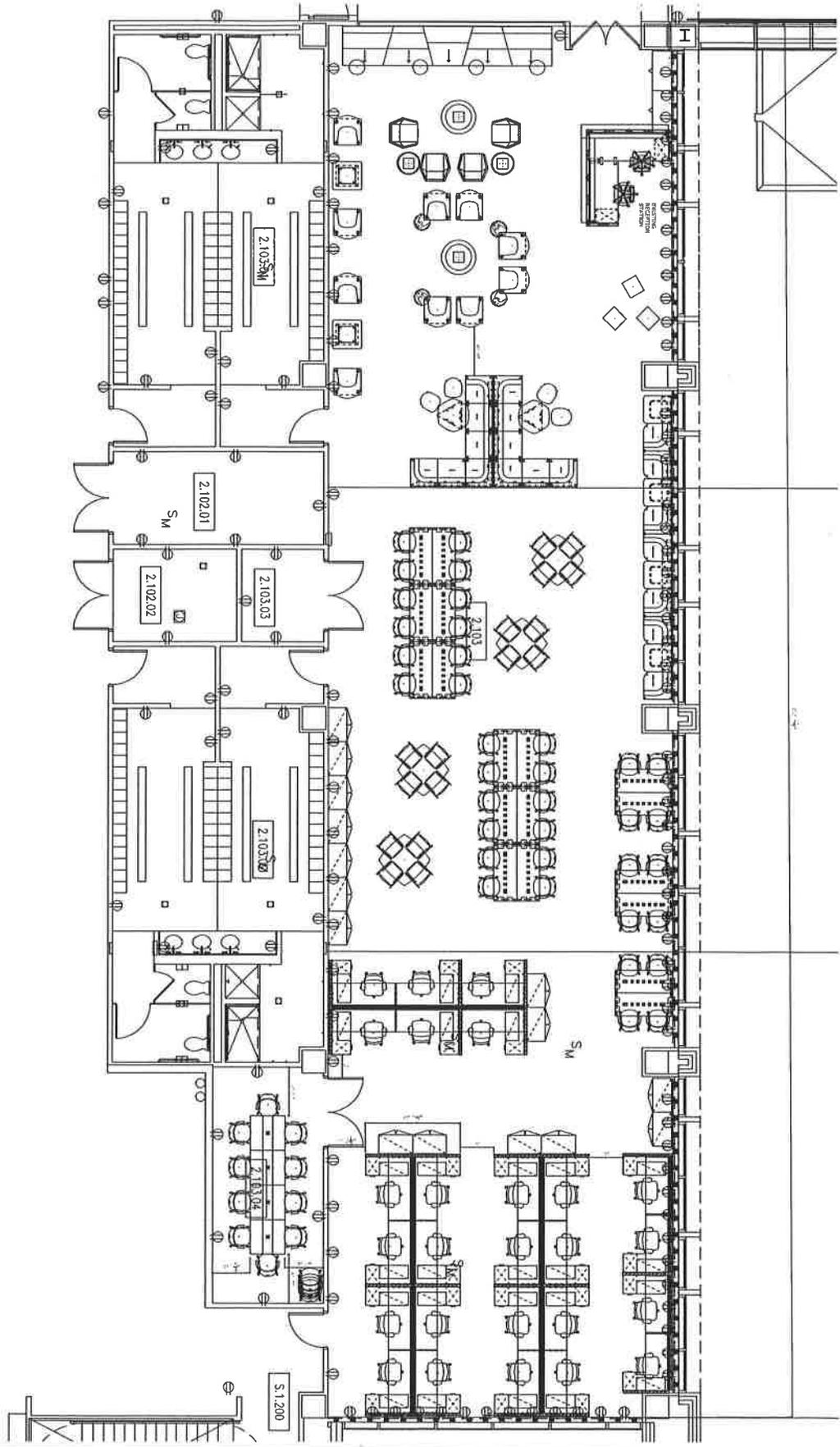
Attachments:

1. Shared Governance Space Utilization and Allocation Subcommittee Comments
2. Shared Governance Space Utilization and Allocation Subcommittee Pro/Con listing

FSSC Co-Chair: _____ Signature: _____

FSSC Co-Chair: _____ Signature: _____

Recommendation: _____



UHCL - STUDENT ORGANIZATION AREA PROPOSED FURNITURE PLAN - DESIGN CONCEPT

FURNITURE OR EQUIPMENT SPECIFICATIONS, CONCEPTS, DESIGN & ARRANGEMENTS MADE BY J.TYLER SERVICES, INC. AS PART OR APART FROM AN ARCHITECTURAL BACKGROUND SHALL REMAIN THE PROPERTY OF J.TYLER SERVICES, INC. WITHOUT THE PRIOR WRITTEN AUTHORIZATION OF J.TYLER SERVICES, INC., THEY SHALL NOT BE COPIED OR DISCLOSED TO THIRD PARTIES, AND THEY SHALL BE USED ONLY FOR THE SPECIFIC PROJECT FOR WHICH THEY HAVE BEEN PREPARED.

Q:\jessy fuller\UHCL\Student Life_55CB 2.103.00_Fitness Zone_Student Org Space\Drawings\CAD\2019-04-10_UHCL_SSCB_FURN_NC.dwg

DATE: 4/10/2019
 SCALE: N.T.S.
 SALES: J. FULLER
 DESIGNER: M. CANTOR / JFL


 5920 Millers
 Houston, TX 77092
 PH. 713.468.2166
 www.jtyler.com

J. Tyler

University of Houston  Clear Lake

FURNITURE PACKAGE
UHCL SSCB 2.103
AREA FOR STUDENT ORGANIZATIONS

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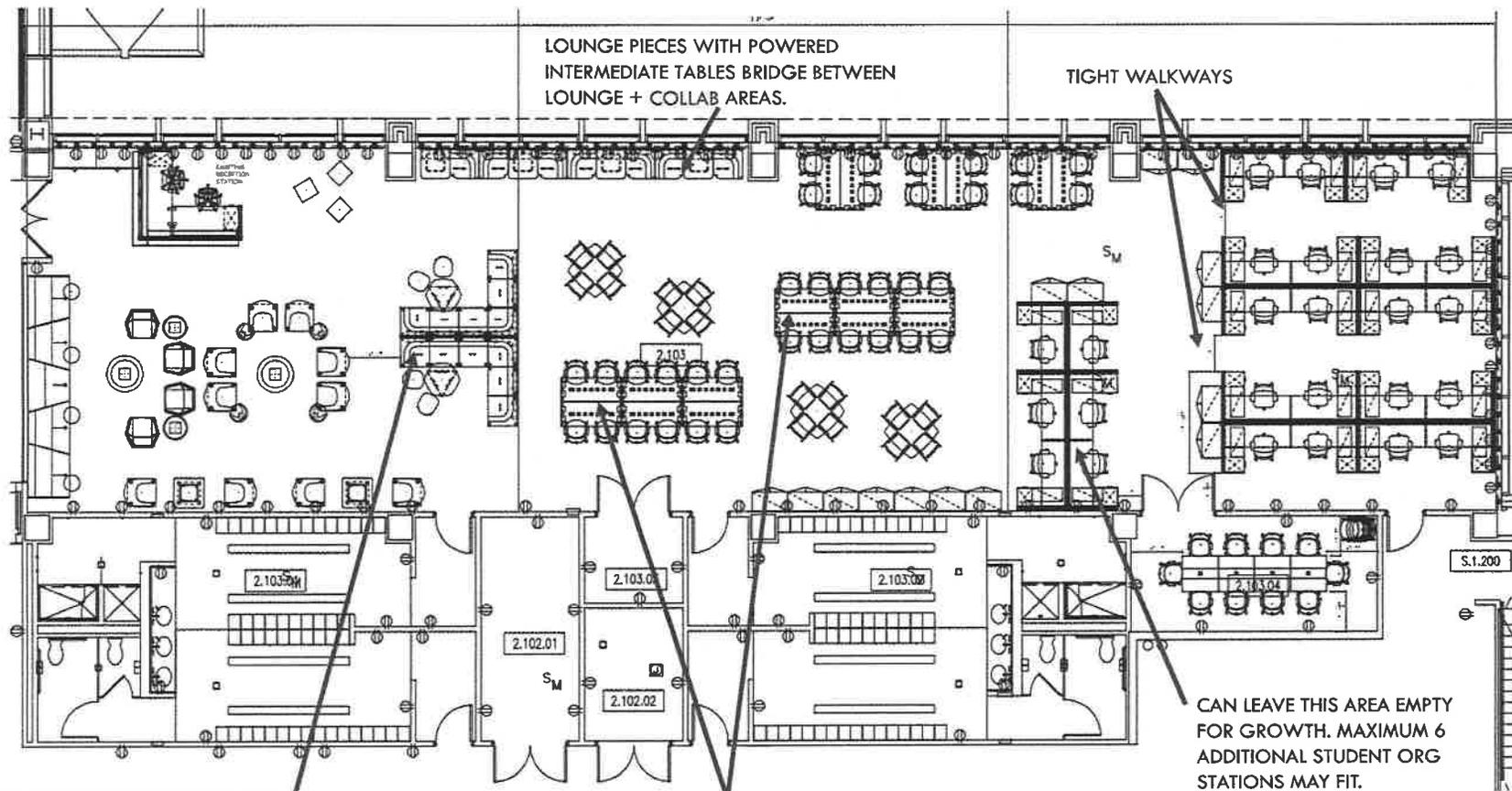
J. TYLER SERVICES, INC.
5920 Milwee Street, Houston, TX 77092
www.jtyler.com

APRIL 10, 2019

LOUNGE

COLLABORATIVE

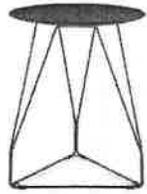
STUDENT ORG



DOUBLE-SIDED LOUNGE UNIT IS NOT EASILY MOVEABLE. SHOWN HERE TO DIVIDE THE COLLAB AREA MOBILE TABLES FROM THE MOVABLE LOUNGE AREA PIECES. WE CAN REPLACE THIS UNIT WITH FREE-STANDING LOUNGE PIECES IF DESIRED.

CONFIRM IF SOFT PLUG FLOOR CORES ARE EXISTING OR WOULD NEED TO BE ADDED. RECOMMEND USING CLAMP-ON POWER AT TABLES IF NOT, SO POWER UNITS CAN BE RELOCATED WITHOUT DAMAGING TABLE TOPS.

OVERALL FLOORPLAN ZONES



HMI POLYGON WIRE



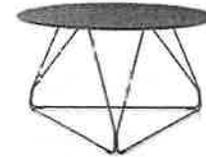
INDIANA TRIPLE PLAY



HMI PUBLIC LOUNGE + TABLES



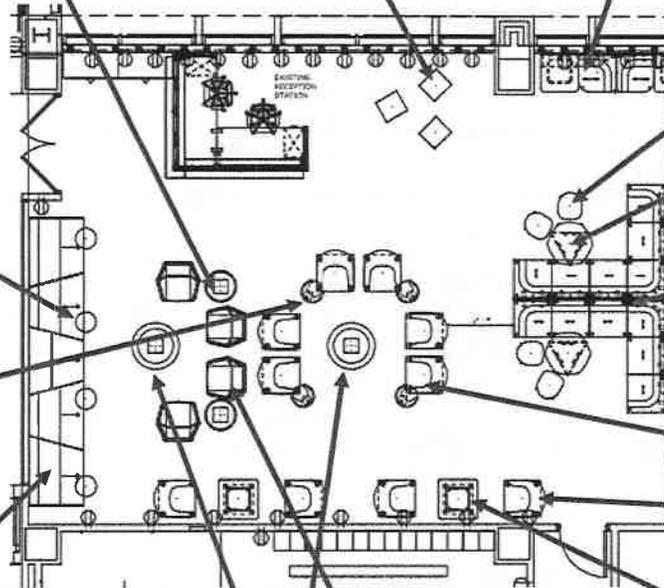
HMI EAMES
MOLDED PLASTIC



HMI POLYGON WIRE



HMI SWOOP



HMI PUBLIC LOUNGE + SCREENS



HMI PLEX ADJ HEIGHT
TABLET TABLES



HMI PLEX



NEVENS CLIMB
[CAN ADD POWER AT TOP]



NATIONAL STACCATO



ARCADIA NIOS

[THESE PIECES ARE ALSO INSTALLED IN UHCL STEM RECEPTION]



HMI EAMES COFFEE TABLE

LOUNGE AREA



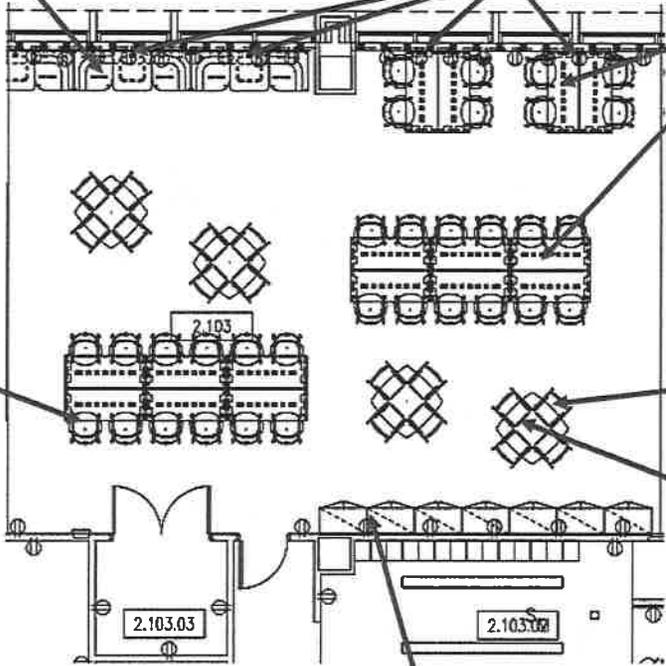
HMI PUBLIC LOUNGE + TABLES
POWER + BAG HOOKS AT TABLES
STATIONARY UNITS (GANGED)



HMI LOGIC MINI
CLAMP ON POWER
SOFT PLUG TO FLOOR/WALL POWER



HMI EVERYWHERE TABLES
LOCKING CASTERS



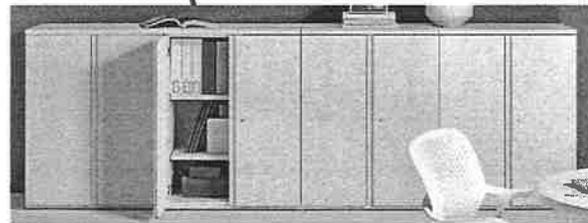
HMI CAPER



HMI/NAUGHTONE
VIV UPHOLSTERED
BAR-HEIGHT STOOL



PALMER HAMILTON
RELOAD BAR-HEIGHT TABLES
BATTERY POWER PUCKS (USB ONLY)
BAG HOOKS
<http://www.palmerhamilton.com/products/reloadtable>



HMI TU STORAGE CASES
STATIONARY

COLLABORATIVE AREA



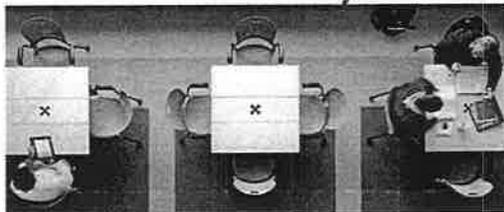
HMI CAPER



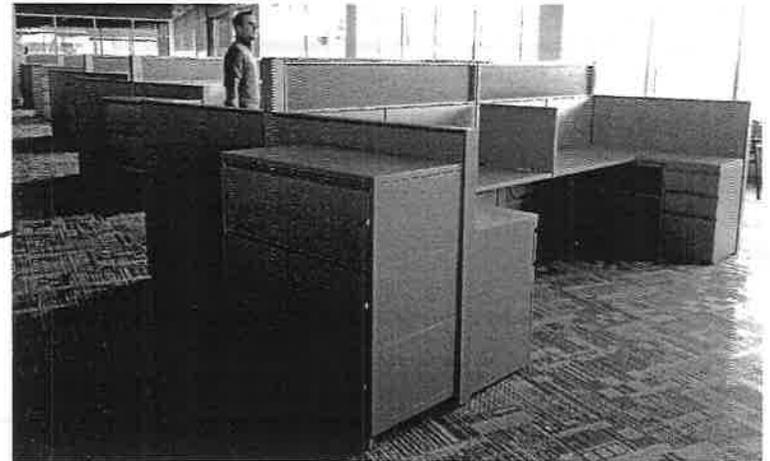
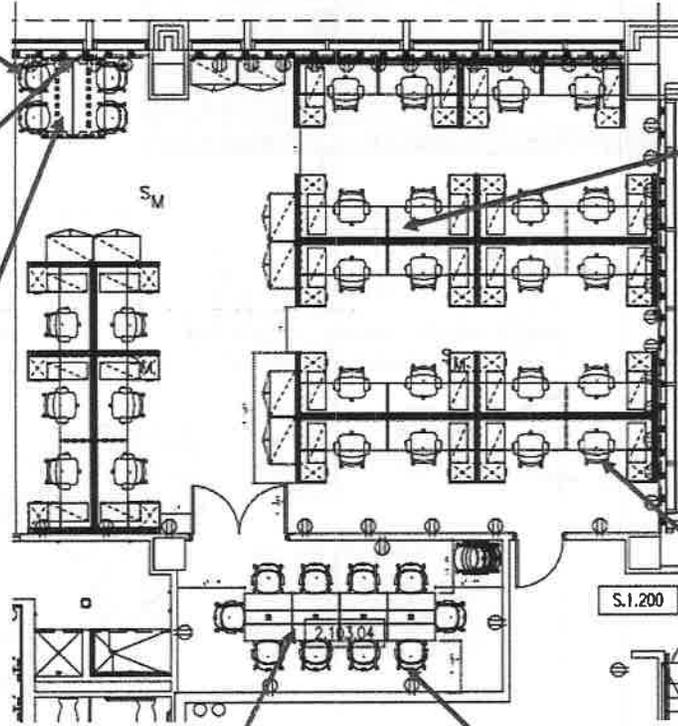
HMI LOGIC MINI
CLAMP ON POWER
SOFT PLUG TO FLOOR/WALL POWER



HMI EVERYWHERE TABLES
LOCKING CASTERS



HMI INTERSECT DROP LEAF TABLES



HMI CANVAS WITH TALLER CENTER SPINE:
GLASS CAN BE FABRIC INSTEAD, FOR MORE FUNCTIONAL TACKABLE SPACE.
(OR) 11" TILE AT TOP CAN BE WHITEBOARD TILE INSTEAD.
MANY FINISH COLORS AVAILABLE.
CAN MATCH EXISTING RECEPTION DESK FINISHES IF DESIRED.



HMI VERUS TASK CHAIR



HMI CAPER

STUDENT ORG AREA