Members Present: Jennifer Aceves, Joe Alexander, Patrick Doyle, Holly Ferguson, Mike Guzzl, Kate McCarthy, Mike Magrey, Patrick Newell, Marianne Paiva, Ryan Patten, Steve Robinow, Seema Sehrawat, Debbie Summers, Sara Trechter, Tom Ussery

Members Absent: Michael Allen, Sharon Barrios, Jessica Bourne, Ken Chapman, Dave Hassenzahl, Larry Maligie, Jennifer Mays, Tom Rosenow, Clare Van Ness

1) Call to Order – 1:02

2) Approval of Minutes from 08.08.19 - minutes were approved

3) New Business
   a) Discussion Items
      i) Projects & Space Requests
          (1) CME – THMA306/308 Renovation for J&PR, TGC, and MADT
              (a) They are very small, non-smart classrooms that cannot be combined into a larger space. These rooms are utilized very little since they are fairly inhospitable. Due to impacts from the ECC Omron Lab taking over space in Plumas, this space is needed for these groups. Equipment has already been purchased and is waiting for a home. This project needs to happen right away. Additional project details were discussed and the project was approved.

          (2) NSC – HOLT303 Bench removal/workspace addition
              (a) Faculty research space needs to have 3 benches removed and an additional tall workstation added. Will require power and water modifications. $60,000 is slated for this work and they will stay within budget. This project needs to happen next summer. Additional project details were discussed and the project was approved.

          (3) UED – MLIB space for FYE & Honors
              (a) FYE & Honors are currently located in Whitney (due to SSKU teardown) but for many reasons the arrangement isn’t working out. They would like to get back into campus core. Meriam Library is being looked at to house these programs. Two project options were discussed:
                  (i) Plan A - Build offices and research space in part of 130 (The Grove); and,
(ii) Plan B - Relocate the computer lab from 116 to 130 and place FYE & Honors in the office spaces that currently exist.
(b) Plan A would require a lot of infrastructure addition, mostly HVAC, which is very expensive and would not happen until summer 2020 at the earliest.
(c) Plan B would require computer lab infrastructure addition but would far less costly than Plan A. Potentially it could be accomplished during winter break. The power issue in MLIB is a consideration.
(i) ITSS supports the idea of the relocation of the computer lab because they would like to renovate it but are limited in the current space.
(d) A comprehensive study of the library was completed a few years ago. A café is included in the study just outside of 116.
(i) Discussion was had about moving the café into The Grove so it’s nearer to that open study space.
1. There is reluctance to move the proposed location of the café into The Grove to accommodate Plan A due to anticipated student push-back since they participated in, and approved, the library study. Student push-back is also anticipated due to taking the study spaces and converting them into offices.
(ii) The Master Plan doesn’t include a café in the library.
(iii) The café would get funded first and would cause FYE & Honors to have to move again. They would like to have a permanent home at this point, therefore Plan A is seen as a short-term solution only.
(e) FYE & Honors prefer 116 because it suits their research activities the best but will work with any space as long as they are involved in the design process.
(f) Other floors in MLIB were discussed but there is an issue with inadequate electrical supply to the building. A study will be conducted soon to assess expansion.
(g) FMS will provide an estimate for both plans and will be brought to AD-SUA for further discussion and to identify funding.

ii) Scheduling Update
(1) Astra Optimizer Project Plan Update
(a) An updated document was distributed before the meeting via email.
(2) Room Feature/Course Feature Data Collection/Entry Update
(a) Many sheets have been received and Jennifer A. is reviewing them.
(b) She will enter the data for the Optimizer rather than have the colleges participate in that. A temporary hire will be helping her.
(c) The information is not ready for viewing yet but should be ready by the next meeting.
(i) She will also be identifying trends in colleges, space requirements, etc. If you would like to have her identify other types of data points please let her know.
(ii) She will provide spreadsheets once stitched back together in Box for review by colleges.
(d) There is concern on campus about faculty are being left out of the process and several individuals have stated that they are unaware of this
The Provost and VPBF sent out the announcement last May (specifically to the chairs) and Mike and Ryan gave a presentation at Academic Senate. Message #2 from the Provost will be sent as soon as possible after the convocation later today.

(i) Faculty have been part of this process from the beginning and their input will be gathered this fall using the course spreadsheets. ASC’s know a lot of this information so they should be able to work with faculty efficiently to confirm their preferences.

(ii) Not scheduling faculty ahead of time will make using the Optimizer problematic because faculty are not known, therefore preferences can’t be added to the system.

(iii) The message from the Provost needs to be updated with the following information:

1. Forum dates – 3 forums; 1 after each Senate meeting in September, October, and November.
2. It needs to reflect that faculty will be asked to provide their preferences this fall.
3. It will be sent here for final approval and then to AD-SUA.

 iii) Policy Draft
(1) Due to time constraints, this was tabled until the next meeting.

iv) BUTE Renovation Progress Update to Campus
(1) Due to time constraints, this was tabled until the next meeting.

4) Announcements

5) Adjournment – 2:20

Upcoming Dates:
- Meeting – 09.05.19 – 1:00 pm – ARTS228
- Meeting – 09.19.19 – 1:00 pm – ARTS228
- Meeting – 10.03.19 – 1:00 pm – ARTS228