Meeting Minutes
October 31, 2019
1:00 pm
ARTS228

Members Present: Jennifer Aceves, Joe Alexander, Ken Chapman, Patrick Doyle, Holly Ferguson, Mike Magrey, Jennifer Mays, Marianne Paiva, Ryan Patten, Steve Robinow, Seema Sehrawat, Sara Trechter, Tom Ussery

Members Absent: Michael Allen, Sharon Barrios, Mike Guzzi, Kate McCarthy, Larry Maligie, Patrick Newell, Tom Rosenow, Mary Sidney, Debbie Summers, Clare Van Ness

Guests: None

1) Call to Order – 1:04
2) Approval of Minutes from 10.17.19 - minutes were approved
3) New Business
   a) Discussion Items
      i) Projects & Space Requests
         (1) Fish Lab Move
            (a) Numbers should be available next week. The plan is to move it to HOLT189. The classroom in HOLT189 would be moved to HOLT291, with primary use by MATH. Current occupants in HOLT291 would be moved into the new science building.
            (b) A few projects have come in from BUS & ECC. They will be reviewed and discussed once the data entry is complete in Astra for the Optimizer (11/1).
               (i) The next step is to build rules based on needed requirements to test against fall 2018-19. Regions will probably be created as well. Long-standing, undocumented room usages will need to be discussed and a strategy developed for how to handle with the Optimizer.
            (c) NSC will set up a time for the colleges to walk-through and review furniture in PHSC for future use in other areas (as soon as the move-out of PHSC begins). All furniture would have to be placed immediately, not stored in case they might be needed for use someday.
               (i) The original plan was to have four computer labs and four-to-seven 49-seat classrooms. We’ll know more in the next few weeks.
      ii) BUTE/PHSC Renovation & Optimizer Project Progress Update
         (1) 10.29.19 Forum Debrief
(a) The culture of scheduling for faculty preferences was discussed.
(b) It was noted that Math schedules classes 4x/week, including Friday.
(c) Messaging for the final forum on 11.12.19 will better communicate the scheduling portion of the conversation.
(d) A student attended and commented that if a student has to take a class on Friday in order to graduate on time, they will take it.

(2) Senate Meeting 11.7.19 – last presentation?
   (a) There were very few comments at the meeting.
(3) Last Open Forum 11.12.19
   (a) 12:00 in KNDL207
   (b) There will be more to discuss regarding the construction side of the project as well as the scheduling task force.

   iii) Scheduling Task Force/Policy Draft Update
      (1) There has been one meeting so far.
      (2) The goal is to have a draft policy to Senate in spring 2020.

4) Announcements

5) Adjournment – 1:28

Upcoming Dates:
- Meeting – 11.14.19 – 1:00 pm – ARTS228
- Meeting – 12.12.19 – 1:00 pm – ARTS228
- Meeting – 01.09.20 – 1:00 pm – ARTS228
- Meeting – 01.23.20 – 1:00 pm – ARTS228