



CALIFORNIA STATE UNIVERSITY, DOMINGUEZ HILLS

University Space Committee

Regular Meeting

Agenda

February 16, 2023

2:00 PM – 3:00 PM

via Zoom

Join from PC, Mac, Linux, iOS or Android:

<https://csudh.zoom.us/j/87627753296?pwd=TWNMWldraTk0T2hzWnRLUUFvQVdzZz09&from=addon>

Or Telephone (not recommended as toll charges apply):

Dial: +1 669 900 6833 (US Toll) or +1 669 444 9171 (US Toll)

Meeting ID: 849 6502 6506 Password: 519786

Thursday, February 16, 2023

2:00 pm	Welcome – Deb Wallace
2:05 pm	Criteria review – Deb Wallace
2:45 pm	Immediate Space Needs – Deb Wallace <i>a. Facilities to be demolished/renovations</i> 1. East Academic Complex – Fall 2023 2. Fieldhouse – Fall 2023 3. Natural Science and Mathematics – Pending funding <i>b. Affinity Centers</i> 1. QCRC
2:55 pm	Procedure for requests for space
2:55 pm	Next meeting/Action Items
3:00 pm	Adjourn

2022-2023 Committee:

- Deborah Wallace, Vice President, Administration & Finance/CFO
- Addae Jahdai-Brown, Director of Residential Living and Learning
- Alicia Amerson, Associate Director, Housing Facilities
- Ana Castillo, Student Ambassador
- Dr. Bobbie Porter, Vice President, Chief Diversity, Equity & Inclusion Officer
- Cecilia Ortiz, Executive Director, Loker Student Union
- Dr. Christopher S. Monty, Chair/Professor, Department of History
- Edgar Mejia-Alezano, Executive Vice President, Associated Students
- Jacqueline Kuenz, Executive Director, I.T. Operations & Finance
- Jane Gallegos, Fiscal Officer/HR Liaison, University Advancement
- Jessica Garcia, Director, Parking and Transportation
- Monique Turner, Lecturer, Psychology
- Ken O'Donnell, Vice Provost

- Nathaniel Dotti, Project Production Coordinator/Space Analyst
- Obioha Ogbonna, ASI President
- Susan Sanders, Deputy Chief of Staff
- Tracey Haney, Lead Academic Programs, Academic Affairs
- Tranitra Avery, Executive Director, Foundation
- Yvette Nava, Senior Analyst, Academic Scheduling & Facilities

Meeting Minutes: 1-17-23

Group Discussion

- Could we explore renting CEIE classrooms?
- Group discussed the request form and made changes
- New Website Link: www.csudh.edu/fpcm/university-space-committee
- Develop criteria for committee review of spaces. Do we create waitlists, make requestor reapply?

Action Items:

- Dr. Porter noted that we should consider a space inventory of the campus.
 Send list to committee from Nate Dotti.
- Send final of the request form to the committee
 Send list to committee from Nate Dotti.

Meeting Minutes:

- Last meeting: Kick-off – 12-13-2022
- Group, through poll decided to meet 1st and 3rd Tuesday of each month – 2:00 – 3:00 pm

Space Allocation Change Request Form (procedure)

- University programs that require a change or addition to program or instructional space shall contact the Campus Space Coordinator prior to proceeding with the project or completion of the **Space Allocation/Change Request Form**. The Campus Space Coordinator will initially review requests for physical, functional, or capacity space changes. If relevant, the request will be forwarded to the University Space Committee (USC) for review and recommendation to the President.

(as of 12/14/2022) - O'Donnell, Nava - Add some other items for AA to bring to the committee:

- Cain 3rd floor** Are we really closing it in the spring, without more notice than this? I thought a similar move had cost Roshni her job.
- costume shop** I understand it's out of compliance with fire code and ADA; this is a very longstanding issue that I thought facilities had already agreed to resolve, but it's still out there.
- I&I TV Studio** Who is claiming this? DHTV, IT, CBAPP? CA&H would like some use of it, but we're not sure which unit to ask.
- photography lab** CA&H is looking for largish room with high ceilings that it can use as a photography lab. AA doesn't really have such spaces. Physical plant?

- School Leadership** The School Leadership Program in COE needs a pair of relatively high-end rooms that don't look like classrooms, where they can bring in the school principals and other administrators who typically enroll. They've characterized the classes as discussion groups among colleagues. Yvette and I can provide more details to the group, or invite COE to join a future meeting. In Academic Affairs we've tried a few different spaces, but without success. **Yvette - may consider space in NSM**
- ALCP** The American Language and Culture Program is among the units in International Education that we brought stateside from CCPE. At build-out they use two classrooms from around 9:00 to 3:00 five days a week, a tall order. We have found one room for them in spring, but will need another before long. **Yvette - Using space in Ex. Ed., possibility of using NSM space.**
- usage reports** As I mentioned in the meeting yesterday, UEPA is working up Tableau dashboards to display data gathered by the occupancy sensors Kenny Seaton uses for sustainability, turning lights/HVAC on and off. Pretty exciting. So far I&I, La Corte Hall, Science & Innovation, SBS, & Welch Hall have this technology. I'm attaching an initial report.
- ROTC** They were looking for a home in SAC 2. Is that still the plan? **Possible for SACII**
- Pres. Scholars** Is Gayle Ball-Parker now housed in SAC 2115? **Yes**
- lock shop** They've been in NSM, as I understand it on a temporary basis. (This is like the groups we discovered in SBS; not sure where these permissions are coming from.) It would be good to learn their needs and then get them into a non-academic space, so we can have the room back for instruction. **Richard and Ken reviewing other spaces on campus – Possibility – NSM (considerations for exit date), consideration needs to be given for non-instructional vs. instructional.**
- TRP maintenance** I think we have access to a fund from the state called "Total Return Portfolio" for big-ticket deferred maintenance, like NSM. You might want help from this committee deciding which projects are most urgent.