**AGENDA**

**Facilities Management**

**University Space & Facilities Advisory Committee**

**MEETING LOCATION: SBS\_405**

**MEETING TIME: 2:00-3:30pm, Friday, June 21, 2019**

1. **May 24 Meeting Notes**
2. **AY1819 USFAC Details**
3. **USFAC Subcommittees**
   1. Landscape Working Group
   2. Naming Committee
   3. Facilities Use Subcommittee
   4. Vacated Space Working Group
4. **Space Management Issues**
   1. Vacated Space
      1. Announcement with President’s letter and URPC allocation recommendations. (Caveat is GH abatement project and ACAC)
      2. What worked well with the vacated space RFP process, what didn’t? How would we improve the process for next time?
      3. Timeline for next call? Requests for Little Apartments & SBS space already coming in. How might space allocations align better with our current enrollment projections?
   2. Classroom furniture issues
      1. Classroom furniture project for summer 2019
      2. Utilization Calculations (see attached Draft Building Space Report)
      3. Disappearing classroom furniture – USFAC role?
   3. Campus Key Policy
      1. Continue discussion from last time (see notes)

**FUTURE AGENDA ITEMS**

* IAPB – Review proposed process and discuss role of USFAC within that framework (Propose for July’s meeting?)

**ATTACHMENTS & LINKS**

* Minutes from 5/24/19 USFAC Meetings (docx)
* Campus Key Policy Draft ([link](https://docs.google.com/document/d/1tLTTEx3XgVPa_X1N2Pbr_czvWPm0ygMUXD7dxmzbqtQ/edit?usp=sharing))

**REMINDER- Next USFAC meeting is planned for 7/19/19, 1:00-2:30pm, SBS\_405**