

Facilities, Support Services and Technology Committee

November 12, 2014

Minutes

Present: J. Artiss, J. Sawasky, R. Ackerman, I Avrutsky, M. Barnes, K. Kumasi, H. Matthew, J. Moseley, L. Pile, T. R. Reddy

Absent with Notice: L. Samavati

Absent: T. Bazzi, B. Morrow, J Withey

Guests: Dean S. Yee, M. Brockmeyer, A. Bartlett

Meeting began at 10:00AM.

Next Meeting: December 10, 2014, 10:00AM, Rm. 1270 FAB

I. **WELCOME:**

Introduction and welcome of James Moseley to the committee.

II. **UPDATE ON RECENT CLASSROOM RENOVATIONS – Dean S. Yee, M. Brockmeyer and A. Bartlett.**

Dean Yee has used special one-time funding to upgrade classrooms on the second floor of Manoogian. Mr. Avrutsky commented during the presentation to say that he teaches in some of these rooms and that they are excellent. FPM requested that Dean Yee involve faculty in all of the decisions that went into the renovations including the selection of furniture and equipment. It was noted that FSST was involved last year. The rooms are equipped to do echo recording but we do not have the appropriate equipment/software to carry on interactive conferencing. The suggestion was made that we should try to use student art wherever possible. Dean Yee agreed to take that under consideration. Unfortunately, the newly renovated rooms on the fourth floor of State Hall have been under-utilized. Dean Yee requested the committee members assist her in spreading the word to the faculty about the quality of these rooms. New scheduling software may resolve this problem. Pictures of most of the renovated rooms are available on the library website.

During the summer and fall of 2014 three classrooms in Education are being renovated.

The University is asking Lansing for funds to convert the Science Library into STEM laboratories. As this is a repurposing of an existing building Lansing is looking favorably at the request.

Dean Yee is looking into video conferencing.

III. REPORT FROM CHAIR:

The Chair presented the very favorable C&IT survey response from the first HIGH student to receive one of FSST's laptops. An e-mail regarding the lack of No Smoking signs on the front doors of Old Main sent to Mr. Kieleszewski was presented. There has been no reply. Mr. Barnes agreed to check the doors to see if the signs had been installed. Correspondence to and reply from Mrs. Wilson regarding a student with a less than 2.5 GPA was presented.

IV. APPROVAL OF MINUTES OF OCTOBER 15, 2014:

Minutes approved as circulated.

V. OLD BUSINESS:

The Chair presented a proposed survey regarding the need for on-campus daycare. The draft was accepted by the committee with one modification. Mr. Artiss will present the survey to Policy Committee and ask permission to send it to all faculty, staff and students.

Mr. Moseley raised the question of eldercare. It was decided that we would start with daycare.

VI. NEW BUSINESS:

Mr. Barnes raised concerns about recycling or lack thereof on campus as well as the lack of outdoor lighting for example at the Hilberry Theatre. Mr. Artiss will ask Mr. Sears to address both of these matters at the December meeting.

VII. ADJOURNMENT:

FSST Committee Topics for 2014/15

1. Capital Outlays Budget Request (Contact: Rick Nork)
 - a. This is the list and justification we send to the state each year to request new buildings. Need to address this at first meeting as request goes to the state in October.
 - b. Master Plan (Contact Rick Nork) <<The master plan developed in 1998 was updated twice, in 2008 and 2012. The committee should review these plans and determine if we need to do a completely new master plan .>>

2. Parking (Contact: Jon Frederick, Jim Sears, Lou Romano) <<See what major repairs are planned, determine how the real time parking capacity software program is working, ask about parking structure maintenance, possible “free” parking for students—parking included in Student Activity Fee on a per credit basis. Analysis of parking capacity across weekly class schedule. >>

3. IT Matters:
 - a. Computing, desk phones (Contact: Joe Sawasky) <<Update on VOIP phones, Microsoft email software.>>
 - b. IT security and awareness (Contact Joe Sawasky) <<What is the state of security for our IT systems, how vulnerable are we? Why do I get so much spam?>>
 - c. Implementation of Cloud based e-mail service.
 - d. IT infrastructure committee report
 - e. MSIS issues

4. Medical School issues <<Eg, space utilization, shipping and receiving, liquid nitrogen, dry ice, purchasing, etc.)

5. Report on new building construction, iBio, student center, Manoogian. Anything new planned? (Contact, ~~Rick Nork~~, Jim Sears, Steve Lanier)

6. Enrollment and Retention issues (Contact Monica Brockmeyer, Margaret Winters) <<How do our facilities, such as teaching and laboratory buildings impact student enrollment, learning and retention. *Is there anything that FSST can help with?*

7. Daycare for Students (Contact Tim Michaels, David Strauss) <<Do other schools provide this, should we, can it be provided on a day to day basis?>>

8. Effect of M1 on enrollment, student passes at reduced cost. Should we include this in our survey?