Meeting Minutes
February 11, 2014

Safety and Facilities Committee

Location: AB-5 #210
Time: 3:00 – 4:30 p.m.

Present:
Steven Moore (Co-Chair), Chief, University Police Department
Jenna Enomoto, Faculty
Jim Hehl, Director, Physical Plant
Pat O’Connor-Benson, Academic & Event Technology
Ruth Rodrigues, Director, Campus Reservations
Rhonda Holtzclaw, Director, Environmental Health and Safety
William Blood, Assoc. Director, Athletics
Michael Sudler, Student Government
Dr. Mike Rollo, V.P., Student Affairs
Dr. Richard Behr, Dean, College of Engineering
Joe McDonald, Assistant V.P., Business Services
Tom May, Director, Facilities Planning
Tamera Baughman, Facilities Planning

1. Minutes from January Approved

2. Old Business:
   a. Provost’s Charge
      i. Improve vehicular traffic movement with change to the class schedule – Some measures have already been implemented, with additional scheduling options to be reviewed by Faculty Senate.
      ii. Maximize facility utilization – Building Surveys are in progress, and committee pledged to complete and submit all walkthroughs by SFC’s March meeting.
   b. Safety App (SM) Rave Guardian was selected, and is ready for download now.
      Announcement for program rollout to be included in Eagle News, Feb. 18 Edition.
   c. Space use restrictions Appeals Format (RR) Approved.

3. New Business:
   a. Safety and Security of College Administrative Offices (RB)
      The following were some ideas considered for dealing with vandalism and/or threatening behavior:
      i. Panic buttons
      ii. After-hours security
iii. Locking of buildings
iv. Video surveillance

b. Furniture Replacement PSCAC (RR)
   i. PSCAC will gather quotes and further prioritize furniture needs previously presented to the committee.

c. Space Change Requests
   i. SFC accepted the PSCAC recommendation to deny request for changing Howard Hall 221 from a conference room to offices.
   ii. SFC accepted the PSCAC recommendation to deny request for changing Reed Hall 153 from a classroom to offices.
   iii. SFC will send recommendations for Reed Hall 249 to PBC for consideration of full renovation versus technology and furniture upgrades.

4. **Next Meeting:** March 11, 2015, 3:00 to 4:30, EH 210