

# Physical Environment Committee Minutes

**March 18, 2021**  
**2:00 pm – 3:15 pm**  
Lincoln Building Third Floor Conference Room

<b>MEETING CALLED BY</b>	Shawn Stevens
<b>TYPE OF MEETING</b>	University Council Committee Meeting; held remote through Microsoft Teams
<b>FACILITATORS</b>	Dorothy Gruich
<b>NOTES SUBMITTED BY:</b>	Dorothy Gruich

## Members

<b>Name</b>	<b>Constituent Group</b>	<b>Term End Date</b>	
Marilia Antunez	Faculty Senate	2019-2022	Via conference phone
Kayla Bouchard	USG	2021	Excused
Malik Elbuluk	Faculty Senate	2019-2021	Via conference phone
Max Fightmaster	SEAC	2021	Via conference phone
Dorothy Gruich - Secretary	CPAC	2021	Via conference phone
Craig Menzemer	Deans	Continuous	Via conference phone
Stephen Myers	Administrator	Continuous	Via conference phone
Danielle Rutana	GSG	2020-2021	Absent
Lisa Sabol	CPAC	2021	Excused
Derek Schwarz	GSG	2021	Via conference phone
Shawn Stevens - Chair	SEAC – at large	Continuous	Via conference phone
Benjamin Swanson	USG	2020-2021	Absent
Needs assigned	Chairs/School Directors		

## Guests

Harvey Sterns, Sarah Han, Aimee DeChambeau, Melanie Smith-Farrell

## Minutes Approval

<b>DISCUSSION</b>	March agenda approved. February minutes were approved.
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## ***General Discussion***

- Guests, Aimee DeChambeau, Dean of University Libraries, and Melanie Smith-Farrell, Assistant Dean of University Libraries, attended the meeting to provide further information that impacted services and hours during the past year. Melanie shared a PowerPoint presentation outlining the challenges and issues. This will be sent to the PEC committee. Some of the issues discussed include:
- Services and hours are adjusted based on needs and data collected
- Extreme budget cuts had a significant impact this year due to COVID:
  - FY19: \$318,480
  - FY20: \$272,440
  - FY21: \$75,000
- Staffing was down 50% this year have student assistant closing on Thursday evenings.
- The goal is to extend open hours in the Fall and to reopen the Science & Technology Library but an additional \$73K is needed to cover staffing. Need to present to administration in the future.
- Priority is to get the funding back to open for extended hours, and priority #2 would be to add another space on campus that would stay open longer after the library closes. Issues such as security, staffing, cordoned off space all affect the potential for the library to be open longer.
- Aimee is working on getting a meeting with administration to discuss further.

### Stephen Myers report:

- Fall campus planning – Special Services has moved a lot of the furniture and will continue to deploy it to classrooms throughout the summer. Final decisions on classroom spacing will not be made until we hear more from state.
- Ayer/Crouse – will begin moving departments to Central Hower beginning spring break. Ayer building demo will begin in the summer.
- \$357K funding for renovations to Shirley McClain Gallery received \$375K for renovations, this will include expansion and updating of the gallery w/MLK lounge space.
- Working on designing the E.J. Thomas concrete repair.
- Design starting soon for the Bierce, Olson Research and College of Business fire alarm upgrades, in addition to the built-in notification system for Bierce Library.
- Baseball dugout being painted. A ceremony for donors is being planned for April.
- Work will occur to move the salt dome to behind the Lincoln building. PFOC will be 'cleaning' up that area along College street to create more green space.
- Camera surveillance installation/upgrade project is 50% completed. The design on the 2<sup>nd</sup> phase will begin soon and will need to go out to bid. Priority of completion of certain spaces on campus will be included in the bidding.
- Indoor air quality – 1<sup>st</sup> phase is completed, but contractors need to redo some of the wiring from the punchlist. The 2<sup>nd</sup> phase will begin soon.
- The Vivarium GNP is finished and they are getting ready to move the animals soon and have the equipment ordered.
- The Kolbe roof project will be completed April 8.
- Whitby Hall - closing out the project.

Meeting adjourned at 3:15 pm

***Next Meetings at 2:00pm – 4/22/21; 5/20/21; 6/17/21; 7/15/21; 8/19/21***