

Facilities and Support Services Committee
Meeting 11/17/16
11:30 – 1:00
B2104
Minutes

Present: Darlene Biggers, Steve Bistricky, Kent Case, Andrea Crucian, Kim Edwards, Lynn Glazner, Rajib Hasan, Brittany Hiatt, Rebecca Huss-Keeler, Amanda Johnston, Mike Livingston, Ward Martaindale, Samina Masood, Usha Mathew, Monica McKey, David Palmer, Robert Phalen, Mark Shermis, Alix Valenti, Radu Vlas

Guest: Lisa Gossett, Nikki Olivas

Absent: Rodger Carr, Jennifer Holland, Samina Masood, Monica McKey, Mary Ann Shallberg, Cenzig Sisman, Nishok Vishnuganesan

1. ACTION ITEMS

Minutes of October 20, 2016 Meeting were approved.

2. INFORMATION ITEMS

a. Facilities Projects Update – Ward Martaindale

The major projects are still in design with the architect teams. The sidewalk lighting project has been completed. Will be putting other packets together to continue sidewalk lighting. All projects are progressing on schedule.

b. Parking and Traffic Safety Update – Rebecca Huss-Keeler

The Parking and Traffic Subcommittee met on Monday, November 14 from 1-2 and discussed the following items:

- Follow-up on **motorized wheelchair and van parking issue** - FSSC passed a motion to install four additional Van Accessible Only parking spaces in D lot 2 near SSCB and 2 near Bayou. There was an issue of a student in a motorized wheelchair whose wheelchair shorted out when it rained. She had requested a covered parking space but the university was not able to accommodate for that. Gavin Steiger reported that she has contacted the Dean of Students requesting additional accommodations of covered parking. Derrell Means said that it could not be enforced to have Van Accessible Only Slots. Gavin Steiger will contact the Southwest ADA Center to check on state regulations about enforcing parking in those slots.
- **Bike Rack Issue**- Derrell Means reported that he is going to order at least 10 U-Bend bike racks that hold 5-7 bikes per rack. He is currently seeking a vendor compatible with our system. There will be signage about using the bike racks. Two of the sets of racks will be behind the Bayou and there will be a map which clearly designates where the bike racks are located. The new building will have additional racks. The racks should be in place by spring semester. The bike rack currently outside the 1119 suite will be moved so that there will be more room to get bikes in and out of the rack.
- **New Buildings Parking**- It is anticipated that there will be between 30-50 additional employee parking slots behind SSCB for the new building faculty and staff parking. The

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numbers are not finalized yet.

- **Dropping off and picking up**-The slots previously designated as pick up and drop off slots in the Bayou Circle have been taken over for visitors to the President's Office and other UHCL offices. It is OK for people to wait there to pick up people as long as people remain in their cars and they must move if directed to as long as these slots are not currently being used. They will not be ticketed unless they leave the care unattended.
- **Lower rates for part time employees**-There are a number of part time employees (20 hrs per week) who work as writing center tutors or math tutors who make a minimal salary. They have to pay the same \$85.00 as full time employees. It was agreed that Nikki Olivas and Derrell Means would meet and determine what could be done about it to perhaps lower the cost of parking for them).
- **PASA and Support Staff, Facilities and Nurse Parking Slots**-There was a concern that the PASA and Support Staff, Facilities and Nurse Parking slots were taking up spaces for other parkers in B lot and that the PASA slot was never full. The group was informed that the slots are money makers used for scholarships for the organizations which will merge next fall, so they should remain. Derrell Means said the facilities staff need their designated slot to park their trucks while doing grounds work near Lot B and the Nurse Slot was so the head nurse could be nearby to accompany people to the hospital if needed. The doctor is a contract employee. Both the nurse and the doctor pay to park there.
- **Delta Parking Issue**- There was an issue of community people using the recreation facilities parking in faculty and staff lots in Delta in the evening making it difficult for faculty and staff to park there. Derrell Means said that they do enforce the lot and now that they are aware of it, they will continue to enforce it through 8:00.
- **High School Parking and Traffic Issue**-Students coming in to park in the Delta Building are running across the road from the Delta Lot to their cross walk which is diagonally across the street from the high school. Cars that are turning into Entrance 1 are at risk of hitting a student when it is dark in the mornings. Derrell Means and Chief Hill will check with the people at the High School to see what can be done about the situation. Perhaps one of their traffic guards can work on our property to make sure students safely get across our road to the cross-walk.
- **Future Meetings:** Future meetings will be held Mondays at 1-2- January 23, February 20, March 20, April 17.

c. Space Allocation & Utilization Subcommittee (SAUS) – Amanda Johnston

No Report. SAUS committee has not met yet.

Discussion Items:

Need to make sure there are handicapped parking near the new buildings

Sometimes individuals buy a parking pass for Lot A but if they work on the other side of campus in SSCB they will park in Lot B therefore taking up multiple parking spaces. If there are no parking spaces in Lot B then they will go back to Lot A.

SGA Concerns – Brittany Hiatt

- * The doors to the SSCB and Bayou Building computer labs and the Student Life Lounge are not currently automated and should be accessible to all students. – ***The doors are not required to be automated. Each department is responsible for requesting and paying for automated doors. The installation and ongoing maintenance are expensive. Will look into this to see if the different areas will fund automated doors.***
- * The maps in the Bayou building are very small. Suggest larger maps at the main entrances so that everyone can use them.
- * Also need larger bulletin boards across campus. The current bulletin boards get really cluttered.
- * Need more recycling bins around campus – ***recycling bins are already being Considered***
- * Recommend implementing gender neutral restrooms especially in the new buildings.
- * Repainting lines in parking lot D – ***This is scheduled to be done. Maybe between semester breaks.***
- * Technical problems with internet connection running very slow and difficult to use at times. Issues with accessing yahoo emails and using T-Mobile devices. Problems with using the internet on the 2nd floor of the Delta Building.
- * The computer in the computer labs are slow to log in to student profiles since the windows update. – ***Was recommended to call the Support Center and report the difficulties.***
- * The signs in SSCB near Student Services and the Health Center are not correct in identifying the offices and names of staff. Looks like it was updated when putting the Map Center in SSCB but were not updated when moved back. It may be the same all over the buildings. – ***The directory maps falls under FMC and the architect and auto cad operator positions are vacant now. Before the architect left he was working on getting all of our campus maps updated and replaced and didn't get to complete it. It has been put on hold. It was suggested that students from UH-Central Architect School can maybe update the signs as an internship.***
- * The storage for student emails have also been an issue. It is now at 100 megabytes which is really limiting. Mailboxes fill up and you are given a message to delete emails before you can send more. ***Some students never check their emails and never delete emails which could be the reason they are given the message to delete.***
- * Update on lighting at the Delta Building - Four poles were rusted. Waiting on bids.

UHCL Mother's Room – Nikki Olivas

Currently there is only one mother's room on campus – the only designated location for students, faculty, and staff who are breastfeeding to express breast milk. There are seven areas for people to smoke but only one place for mothers to express breast milk. The current facilities need improvement for the following reasons:

- The current location, in the Health Center, is not convenient to all classroom buildings. Nursing mothers typically need to pump 2-3 times per day during an 8-

hour period. For an employee working in the Delta Building, walking to SSCB (or driving and not finding a parking spot_ and back, waiting for the room to be available, and pumping time could take an hour or more per visit. This is an unreasonable amount of time for employees to be away from work, and can lead to loss of productivity and/or the employee giving up on breastfeeding (adding cost to the employee as well of loss of health benefits to the baby). As our campus expands, it will become more and more difficult for students and employees to travel to the Student Services and Classroom Building to access the Mother's Room in a timely manner.

- The current location was originally a storage closet, and is not ADA compliant. A wheelchair should be able to fit through it.
- The Health Center is not open enough for students and employees to access it during all classes and other offices continue until 5pm.
- The current location forces nursing women and breast milk to be in close proximity to individuals with contagious diseases. Infants are at an increased risk for viruses like the flu and whooping cough, which, in some cases, cause infant mortality.
- There is not currently a designated Mother's Room at the Pearland campus

Recommendation: Include a mother's room to the plans of one or all of the new buildings, as well as the new Pearland building. It doesn't have to be very big. Recommend a small room with a sink, a chair, an outlet and changing table. You can come and go as you please while the building is open and nobody has to monitor it. It can be next to a restroom but off-center part of it because of germs. - ***We will have a lactation room in the STEM Building and Health Sciences Building in Pearland. Don't recall one in the Rec Center but thinking about maybe putting one in the existing campuses. It was recommend one be put in the Arbor Building.***

The next meeting is scheduled for Thursday, January 19, 2017.

Meeting was adjourned at 12:35 p.m.