Meeting Called to Order at 4 PM

Review of Responsibilities and Membership for the Committee

Election of Chairperson: Dr. Laura Broughton was elected by unanimous hand vote

Robin Auchincloss and David Taylor provided answers to questions raised by other members of the committee:

a. MacCracken Hall is designated as “swing space” to be used temporarily for work space when other parts of the campus are being renovated and must be vacated
   i. Has a new roof and great “bones” but many other problems, which makes it difficult to be used even as temporary office space
   ii. Currently being used by construction entities while work occurs elsewhere on campus; they have provided some repairs to the interior and kept it occupied.

b. The creation of Single Stop (Bronx Express) in the basement of Meister Hall will still take about 1.5 years to complete; the Colston renovation needs to be reimagined in the new Campus Master Plan, Single Stop has been completed, and the funds have been allocated

c. The Academic Master Plan is in process. The Campus Master Planning process will start next; R. Auchincloss will be coordinating the effort.

d. A proposal has been made to reconstitute the Space Use Planning Committee. It is a technical advisory committee which reviews proposed campus projects to determine their impacts.
   i. L. Broughton was elected by unanimous hand vote to represent the Committee on Space, Facilities, and Physical Plant

e. Compliance with the ADA (Americans with Disabilities Act): The ADA requires that every type of programmatic function is accessible – not every space. We are currently compliant in all areas except the gymnasium and seeking to make more spaces accessible, primarily through ramps, elevators, and curb cuts.

f. How is space usage managed on campus?
   i. Academic classrooms, IT computer rooms, event spaces, and department spaces are managed separately.
   ii. Resource 25 is used to allocate space; request can be made at https://r25wv.cuny.edu/bx/wv servlet/wrd/run/wv_request. Which has access to change and/or see the spaces is changing.
   iii. The Events Office plans the use of Event Spaces. The College Space Use Policy can be found here: http://www.bcc.cuny.edu/Administration-and-Finance/?p=AF-Space-Reservation

Sustainability
   i. BCC has had recycling since 2004. Currently looking for a new vendor.
ii. Campus Sustainability Council was once very active. D. Taylor is providing materials to discuss at a later meeting.

iii. Composting – there is no current initiative and there are a number of obstacles.

iv. Green roof and solar roof programs have been explored, but have not received city approval.

h. Greenhouse – if done on the existing site, this may not be a large proposal. PPS may be able to do the electrical and water work. R. Auchincloss suggested creating a dimensional drawing as a first step.

i. The plaza behind Meister and Sage might be good for temporary events. Perhaps Art & Music can be contacted. This space might change with the creation of the Single Stop space.

j. Construction is starting soon on 180th street near the tennis courts for a new electrical service building for the College.

k. D. Taylor is investigating what happened to the roses that had been by Language Hall.

l. Internships – there are no formal internships for BCC students in areas on campus. The closest to internships is work study, but students are not assigned by interest and skills. The difficulty is coordination when it comes to the creation of internships.

V. Suggestions for future meetings:

   a. Invite the Athletics Department to discuss facility usage (February)
   b. Invite the Environmental Health and Safety Officer, Abner Felix (March)
   c. Invite the Events Office (April)

VI. Meeting Adjourned 5:10 PM

Respectfully submitted,

Laura C. Broughton, Ph.D.
Chairperson, Committee on Space, Facilities, and Physical Plant

L. Broughton