

Minutes  
Committee on Space, Facilities, and Physical Plant  
Monday, November 12, 2018  
2:00 PM, SH207

Present (members): Robin Auchincloss, Laura Broughton, Shelley Liu, Tamar Rothenberg, David Taylor

- I. Call to Order 2:08 PM
- II. Approval of Agenda for 11/12/18 by unanimous voice vote
- III. Approval of Minutes with revisions from 10/24/18 by unanimous voice vote
- IV. Standing Items:
  - a. Parking Study
    - i. L. Broughton appreciates the feedback for the survey and thanks the committee.
    - ii. L. Broughton will send feedback to IR and have the final versions of the surveys okayed by the committee.
    - iii. The student survey will not include questions that refer to parking on campus.
    - iv. Second shorter targeted survey to address potential solutions based on first survey's data. This survey would include a question related to differential fees for parking. David will investigate calculating a reasonable fee with the goal of making parking-related activities self-sufficient.
    - v. Budgets
      1. Parking fees are put into the Auxiliary funds
        - a. Educational Opportunity Center (at Bathgate Ave) gives \$75,000/year and has since its inception – should pay for its accounting, PPS, Public Safety, but currently is not being used for this.
      2. Maintenance and parking related activities have come solely from tax levy (under PPS) until this year. This year some funds were taken from Auxiliary for repaving.
    - vi. L. Broughton suggested that we start drafting the report with the goal of having a preliminary draft done by mid-December. Revisions will be made as new data is collected through January. Final report needs to be completed and to the President, then the Senate, by March.
    - vii. Robin says that Campus and Facilities Planning has a drawing with parking areas marked for re-striping.
    - viii. L. Broughton will contact J. Verdicchio about the results of their counting vehicles entrances and exits last week.
  - b. Facilities Update (R. Auchincloss)
    - i. In the last month, three projects had bid walk-throughs:
      1. The GML egress project (bids open next week) will add a second egress stair in GML rotunda to increase the number of persons allowed for events.

2. Snow Hall elevator – The funds have come out of the CUNY budget (discretionary critical infrastructure funding), not BCC's.
3. Phase V utility upgrade (to upgrade the electrical infrastructure) will add transformers around the campus. The new electrical services building is being built as part of this project.
- ii. Emergency projects: CUNY has agreed to pay out of their emergency funds.
  1. There was a short in the line between Language Hall and Butler Hall. \$250,000 project because of loss of power in 7 buildings. The funds covered the generator and the contractor work to fix the power.
  2. A 10-inch water main burst on Sedgewick behind Colston. It serves the west part of campus. Colston was added to the campus water service loop, but it will also have the service from the street reserved.
  3. Heating on campus is high-temperature hot water. A check valve providing water to the boilers was broken. They repaired it this weekend, which prevented loss of heat from all the buildings.
- iii. Under construction:
  1. RSBC exterior envelope
  2. Phase IV (electrical service building)
  3. Re-pipe project replaces sections of pipe from Utility Upgrade Phases I and II.
- iv. Robin has a list of the top 17 projects identified in the 2007 Master Plan and the progress on those projects. The Capital Plan (a 5-year plan that is updated every year) – focusses on safety (fire alarms, building envelope – windows & roofing).
- v. In Design:
  1. Bronx Express just started the schematics phase: moving bursar, registrar, admissions, financial aid to the basement of Meister
- c. BCC and CUNY Policies:
  - i. Master Planning Process Update (R. Auchincloss) –
    1. Change this item as way to gather ideas and brainstorm for the Master Plan
    2. Art – display spaces on campus
  - ii. Work Order Policies and Service Agreements (D. Taylor)
    1. D. Taylor has a working draft stage of Physical Plant Services Custodial Services Service Level Agreement and the Facilities Services (Work-Order Process) that we discussed
    2. Follow the APPA standard for a given level of custodial staff you can cover a certain area for a certain level cleanliness
    3. Final draft will be circulated for a comment period
- d. Current Projects:
  - i. Greenhouse Update – No Report
  - ii. Fire drill Update – No Report
- V. New Business

Bronx Community College/ CUNY

- a. Ways to Green the Campus
    - i. Composting
    - ii. Dean Ott and C. Aleong and A. Abebola have met about assigning Horticulture students to planting areas on campus
    - iii. New Bronx Express is supposed to be LEED Gold
  - b. Plaza area in back of Meister – this is a slate roof for the space below (pedestal paver system). The Bronx Express does include plans (but not budget) for a landscaped space here.
  - c. Art – display spaces on campus for BCC artists and external artists
    - i. Bronx Council of the Arts – looking for ways to engage with the campus
- VI. Meeting Adjournment at 3:30 PM

Respectfully submitted,

A handwritten signature in black ink that reads "Laura C. Broughton". The signature is written in a cursive, flowing style with a long horizontal flourish at the end.

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