

Space Minutes August 1, 2013

Attendees: Jeanne Rynne, Sharon Goodman, Sheryl Dorney, Steve Trotter, Steve Hunter (for Wendy Endress), David McAvity, Kirk Knittle, Abby Kelso

Guest: Donald Gribbons

Recorder: Bianca Janssen-Timmen

The meeting minutes from the June 6, 2013 meeting were approved as written.

Gender Neutral Restrooms

Donald Gribbons came to advocate for a trial period of turning the women's and men's CAB third floor restrooms into gender neutral restrooms. He explained that some people on campus don't feel comfortable at all using either the women's or the men's restroom. There are single occupant restrooms in SEM II but he argued that there are not enough. He looks at the HCC example where the gender specific restrooms have been converted to gender neutral restrooms. They have been received very positive and RAD had no complaints about them what-so-ever. The conversion for the trial period would only include a change of signs from women/men to gender neutral. Donald thought about using the same graphics as HCC and GSU would pay for them. Donald did not propose any structural changes.

In the conversation it was also suggested to create a map of all single occupancy/gender neutral restrooms on campus and post them online for students to access easily. The Committee agreed and will work on creating this map.

Sheryl expressed some concerns about changing the restrooms on the third floor in the CAB. She was concerned that there are not enough women's restrooms in the CAB to begin with, especially during lunch time. She continued that some people just don't feel comfortable using gender neutral restrooms and turning both restrooms in gender neutral facilities would contribute even more to the congestion of the restrooms in the CAB.

A suggestion of turning just the men's restroom into a gender neutral restroom on grounds of the just mentioned reasons was declined because it would restrict the feeling of using the correct restroom for transgender people.

The committee agreed to a trial period, which will be during fall quarter through mid January, after which the project would be reviewed again. If the restrooms are received positively by the public, the trial could be extended up to a year with a quarterly review. T-REX will also collect data from the public via a wooden box hung outside of the restrooms, asking about opinions in regards to the gender neutral restrooms. This data will also be supply to the Space Management Committee to support the extensions of the pilot project and to support an eventual permanent switch.

The Committee will recommend the trial period to John Hurley.

Future SEM I Office Space

The Comm Building is completed and the temporary SEM I offices will move back to their original building, which leaves the third floor and couple fourth floor offices open. There were a few requests from current tenants to expand their office spaces and Parking Services has

expressed their desire to move to the third floor of SEM I in order to give Police Services more room because of their need to expand.

One office that voiced the need to expand was the **Counseling Center**. They currently occupy 4122-4130 and they would like to add 4119, which is located in the entrance area next to 4121. The Counseling Center's operation increased over last couple of years and they expressed their need to expand.

The committee agreed to this expansion and allocating the space to the Counseling Center based on them completing a routine analysis of how their space is currently used with Kirk. The results will be e-mailed to the committee members.

SEM I 4116 is another vacant office and in an area that is almost exclusively used by **EF** and the committee wondered if they would like to rent this additional room.

Judy Cushing is another temporary tenant on the fourth floor in SEM I, currently in 4111 and 4113. Her offices used to be in LAB 1. She cannot go back to LAB 1, so the committee would like to offer her the SEM I offices permanently. David McAvity will talk to her about this option. As alternative, in case Judy insists to move back to LAB 1, we could talk to the Reservation Based Community Determined Programs, if they would move to SEM I.

As mentioned earlier, **Parking Services** would like to move to the third floor of SEM I and with that, they would double their footprint but also make space for in the SEM I Annex for Police Services to expand by taking the current Parking Services spaces.

Kirk suggested giving Parking Services 3157, which could become their customer service window and 3158, 3156, 3154 could be office spaces. Additionally 3152 could be their storage area.

Kirk will be estimating this move and give the numbers to Wendy for her to make a decision. If the project is approved the work would take place during the December 2013 holiday break. In connection with the Parking Services move is the current 3157 **EF** classroom space. Kirk suggested giving them a larger classroom next to the future Parking Services customer service window by taking the wall out between 3153 and 3151. Additionally they could have 3109, 3109A, 3111, 3113, as well as 3126 to use as additional classroom space.

The approval of the new larger classroom space would depend on the Parking Services move but the scheduling of the smaller spaces 3109-3126 is approved.

WashPIRG and the Food Bank

WashPIRG currently has no space on Campus and requested an office space for their director. They negotiated a new contract with the College and Collin would know the details, including the financial parts for space allocations. David and Kirk would have to follow up with Collin in regards those details to find a suitable office space for them. David suggested accommodating them in an office space in SEM II. As soon as Kirk will know about the contract details, he will work on finding an appropriate office. Their preference would be the Resource Center Space.

The **food bank** has a temporary storage in SEM II basement but they've realized that it's not big enough for all the food they receive. There is currently no other space available though, so for now they would have to stay in the temporary assigned location.

Storage Space in the Library Basement for Faculty

David asked if it is possible for emeritus faculty to have a long term storage space on campus. Kirk explained that it is not possible for retired faculty to have storage on Campus unless they have archival items, which would become College property and would have to go to Randy Stilson. Faculty on sabbatical leave would be able to store their items on campus.

Other

The committee discussed when it is necessary for a request to come to the Space Management Committee. Generally it was decided that if a department or group stays in their allotted footprint, Kirk can e-mail the committee or make the decision in consultation with the chairs without the committee needing to convene or discuss assuming the necessary analysis is documented. If a group or department would like to expand or move to a different location, it would have to go to the committee.

It was suggested that a form be developed as a resource for the Space Management Committee to review proposals and for the stakeholders to use as a reference or guide in determining future space needs or changes.

The meeting ended at 2:45pm

The next meeting will be September 5, 2013