

Buildings & Grounds (B & G) Committee Committee Meeting Minutes

March 7, 2023

Present: Masato Nakamura (chair), Susan Davide, Ivan Guzman, Nadia Kennedy, Eric Lobel, Rachel Raskin, Euisuk Sung

Absent/Excused: Stephanie Boyle (sabbatical)

Location: N1002 & Zoom

Invited Guest: Brendan Stack

1. Approval of Nov. 7th Minutes – unanimous with the following amendment:
 - a. Brendan Stack, title correction: Chief Administration Superintendent
2. Announcements:
 - a. QR emoji survey: Prof. Nakamura met with Provost Brown and discussed committee concerns and she supports this initiative moving forward.
3. Building and Grounds– Mr. Stack
 - a. Updates ongoing work and Q & A:
 - B & G Ticket System: down for past two months; outdated system. New upgraded system should be ready in the next week or so. Contact him directly for any cleaning issues or concerns. Was not aware of committee members' concerns in various buildings and glad to hear.
 - Understaffed in housekeeping/cleaning staff. Lack of head leadership in Vorhees building.
 - Works in progress: Pearl building – refacing façade, windows, electric upgrade, 5th floor complete. End of month 4th floor will house Business office and Continuing Education (no longer in Howard building)
 - Next project: replacement of loading dock
 - Vorhees building:
 - Replaced HV system – upgrade this summer – stage 2
 - Women's bathrooms complete; men's renovation in progress
 - Floor by floor renovations
 - Outdoor courtyard adjacent to Library building – access to use – security concern; lack of public safety personnel. Once Pearl building renovation complete then likely to put outdoor furniture.
 - Academic building courtyard – correcting structural damage due to past water damage. Close to opening for use.
 - Working spaces – request for additional chairs, tables for students. Mr. Stack has plenty of chairs, tables and can place in areas requested. May remove orange rectangle seats in Academic building due to inappropriate behavior occurring.
 - Many of the cameras are dummies – not functional. Homeless person found on 4th floor bathroom in Academic building. Not the first time and a security issue.
 - Spaces for shrubs, garden or flowers: Mr. Stack will purchase; however, maintenance (water) is a concern. Currently no gardener on staff; possible student group/organization to maintain?

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- b. QR/emoji system: Prof. Nakamura made using CUNY Microsoft Office 365. Students must login with CUNY credentials to complete. Suggestions were given to allow optional anonymity and option to describe a problem or concern.
 - c. B & G Student and Faculty Survey – Prof. Guzman
 - Shared draft via email and requested feedback and edits. Several minor areas were noted and will revise.
4. Good and Welfare:
- a. Prof. Kennedy recommended committee eat at HMGT's dining for meeting. Only open on Monday evenings and Wednesday afternoon. Consider lunch for May meeting.
 - b. Prof. Sung: CTTE's laser engraver made HSCI department nameplates using Inclusive Campus Climate mini-grant. Academic building departments have none and Dean Archer supports this opportunity to have wood or plastic made nameplates. Prof. Davide is very pleased with product and thanked Prof. Sung for making.

Next Standing Committee Meeting: 4/4/23

Adjourned: 2:10 pm

Respectfully submitted,
Susan Davide