**2022/2023 COMMITTEE REPORT**

**NAME OF COMMITTEE**

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| Facilities Committee |

**CHAIR OF COMMITTEE**

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| Marcella Bencivenni |

**COMMITTEE MEMBERS**

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| Prof. Sanjay Ayra, Rodney Blair, Aaron Botwick, John Gillen, Anne Rounds, Emmanuel Alberto Velayos Larabure, and Elyse Zucker; Daliz Perez Cabezas (HEO); Director of Campus Planning and Operations Elizabeth Friedman, replaced by Robert Lev (ex officio), Yassine Gaye (SGA) |

**DATES COMMITTEE MET**

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| **Fall 2022**: 12/6/22 (Chair was on leave in the Fall, therefore we decided to have only one meeting)  **Spring 2023**: 3/10/23 - 5/12/23 |

**ACTIONS TAKEN (PLEASE BE SPECIFIC)**

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| 1. Elizabeth Friedman retired at the end of the Fall 2022 semester and a new Director of Facilities Planning, Design, and Management, Robert Lev, was announced in April 2023. 2. Upon request of the chair, Mrs. Friedman prepared an exit memo on the state of planned work and renovations that was shared with the Committee members and the new Director. The memo has been included in the 3/10/23 minutes. 3. This year the Committee mostly discussed future priorities for the campus and came up with a “wish list” that was shared at the last meeting on May 12, 2023 with Robert Lev: Recommendations included: allocating new available space for faculty who are currently lacking adequate office space; better heating and cooling; more community space for students and faculty; improved access and accommodations; access to campus outdoor space; more classroom technology; improving the traffic flow in hallways in the B building; and, more generally, beautification of the campus (more plants and flowers, lounges, new furniture, lounges in the B building, better décor). 4. Unresolved issues:  * The webpage for Campus Planning and Development contains old and inaccurate information, particularly with respect to Capital Projects. The Master plan is from 2012, unclear if there is a more recent one. Chair suggested to either update online information or remove the webpage altogether to avoid confusion: <https://www.hostos.cuny.edu/Administrative-Offices/Division-of-Administration-and-Finance/Campus-Planning-Development/Capital-Projects>. There is also no dedicated page to facilities and no contact info for “whom to contact for what,” aside of the Executive Director email and phone # * Façade of the B-Building: this has been a long-standing problem and there has been no movement on it. The committee insisted this should be a priority, since it affects the use of the Memorial Garden, the only outdoor campus space, which has been closed out of safety concerns due to crumbling bricks from the façade wall. * Communication: aside from sudden and unforeseen emergencies, such as flooding or necessary repairs, the College should provide a clear timeline of planned work and renovations to the college community and inform affected parties in a timely and respectful manner. Notices of planned and ongoing work along with “excuse” or “pardon my appearance” signs should also be placed in affected areas. |
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**HAVE STUDENTS BEEN REGULAR, PARTICIPATING MEMBERS OF YOUR COMMITTEE?**

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| Not in the Fall, but in the Spring Miss Gaye joined us and she has been wonderful. |

**Will you be willing to call the first meeting of the committee once it is certified by the Committee on Committees in Fall 2023 (at which point the new members will elect a Chair and Recording Secretary)?**

Yes: \_\_\_\_X\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Attach any additional information or concerns you may have to this form and send it by* ***May 15, 2023*** *to:*

**Professor Julie Trachman and Professor Michael Gosset, Co-Chairs, Committee on Committees as well as Professor Ernest Ialongo, Chair, Hostos College Senate**

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