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Minutes for the Facilities Committee

Date and Time: March 8, 2018

Location: Room C-463

Presiding: Petal Leuwaisee, Michael Gosset, co-chairs

Present: Elizabeth Friedman (ex-officio), Mauricette Gbenenoui, John Gillen,

 Michael Gosset, Petal Leuwaisee, Carmen Vason

Excused: Denice Brown

Absent: Lizette Colón, Fatoumata Diallo, Elyse Zucker

Guests: Ernest Ialongo

Minutes Prepared By: John Gillen

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| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Call to Order | Welcome and introductions |  The meeting was called to order at 3:30 pm by the outgoing co-chairs, Petal Leuwaisee and Michael Gosset. |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Acceptance of Agenda |  |  The agenda was accepted. |

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| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Committee Elections:ChairsSecretary |  | Petal Leuwaisee and Michael Gosset were re-elected as co-chairs of the committee by a vote of 6 yes, 0 no, 0 abstaining.John Gillen was elected secretary by a vote of 6 yes, 0 no, 0 abstaining. |
| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Suggestions/brainstorming on moving the Committee forward with the full understanding of the Committee charge | Ernest Ialongo, Chair of the College-Wide Senate, distributed and discussed the Guidelines for Senate Standing Committees, the charge of the Facilities Committee from the Charter of Governance, and a Minutes template (all of which are available on the website of the College Wide Senate).After Prof. Ialongo left, brainstorming on the charge of the committee continued. It was noted that the functions of the committee, as described in the charter, are focused on matters of space allocation. The question was raised as to whether the committee charge should be expanded to include issues such as safety and health (for example, air quality). | It was decided to table further discussion of the possibility of modifying the charge of the Facilities Committee. |

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| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Report of the Director of Planning | Elizabeth Friedman discussed the ongoing renovations in the B Building; these are proceeding in piecemeal manner, due to limited funding. The new windows will be more soundproof and more easily cleaned, with built-in blinds. New generators will be installed over the next year or so.One disappointment is that Hostos will not be able to rent space in the renovated General Post Office, after the developers objected to a clause in the contract. CUNY Central has been looking for rental spaces, but has found nothing acceptable in our area. |  |

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| **TOPIC** | **DISCUSSION** | **DECISION / ACTION** |
| Adjournment |  | After looking for a date and time that would work for all present, it was agreed that the next meeting of the Facilities Committee would be on April 26 at 3:30 pm, room TBD. Today’s meeting adjourned at 4:55 pm. |