

FITC Minutes – October 1, 2021

Zoom meeting was from 11:30 am to 12:17 pm

In attendance: Sungwoong Lee, Perry Kirk, Phillip Grant, Miriam Nauenburg, Whitney Brand, John Haven, Brendan Bowen, Mark Reeves, Brian Henderson, Tami Ogletree, Yvonne Fuentes

The committee approved the minutes of September 2, 2021

Updates from the subcommittees:

1. **An all-faculty listserv or similar:** Phillip Grant, Philip Reaves, and Brian Henderson will meet on Tuesday, October 5th to start exploring alternatives. They should have an update next month.
2. **Community engagement:** No update from the subcommittee members (Janae Clark and Holly Dever.)
3. **Campus bookstore:** A presentation will be shared next month, if possible. Mark Reeves did inform the committee of a preliminary finding: the adoption process seems to have students and faculty on one side, publishers on another, and the bookstore in the middle. A first aim is to focus on improving communication between the parties.
4. **Parking Fees:** Heather Mbaye, chair of the subcommittee, Phillip Grant, and Mark Reeves attended a first meeting with selected members from Budget and FITC. According to Heather, the idea is to come up with “a sustainable plan for parking fees and make a recommendation back to budget and FITC by the end of the fall semester.” Those who attended said it was a good and productive meeting, with good questions, and good progress. Another meeting is scheduled for October 12th.
5. **Buildings and infrastructure:**
 - a. **Computer network:** John Haven informed the committee of a one-million-dollar investment in switches (he was not sure whether all of them had been installed by now) which should address some of the computer network issues.
 - b. **Building and renovations schedule:** Faculty had expressed frustration about not knowing before renovations and/or relocations took place. The information is given to deans and should be disseminated from there, but some felt it was not happening in a timely manner. Information is trickling down but at times it seems that it is at a slow pace. Suggestions included:
 - i. Updating the names of building managers. Ask you program coordinators / chairs to verify that the managers’ names, numbers, offices, etc. are accurate.
 - ii. Brendan Bowen informed the committee that there is a 5-year cycle of building assessments, and 25 buildings are currently being assessed and tracked for performance, cost, readiness, maintenance, etc. (preventive maintenance, vacancies, as well as roofs and the equipment in each.) Current and past projects are available at:
https://www.westga.edu/administration/business-and-finance/cpf/pcs_projects.php
Brendan Bowen will look into including not only the progress of building renovations, but an updated lists of planned/upcoming projects. Understanding that everything is dependent on enrollments, current obligations, and the health of the budget, some projects might have to be deferred or indefinitely postponed. However, an update on building progress and a list of planned renovations can serve to give everyone time to prepare for the temporary disruptions that all renovations entail.

The meeting was adjourned at 12:17 pm.