

SPACE Committee Protocol

Date: November 3rd

Time: 10:00 AM – 11:00 AM

Committee Members Present

- X Jill Hobbs - Chair
- X James Fluckey – Co-chair
- X Christopher Cherry
- Paul Richard Hernandez
- Robin Burns
- X Marie Shelfer
- X Rafael Lara-Alecio
- X Wen Luo
- X Marlene Dixon
- X Lorinda Gomez
- X Marina Bellerud
- Amy Franzetti
- X Erica Ritter
- Huiwen Pang
- X Andrew Kwok
- X Elizabeth Roumell
- X Ryan Cano
- Aaron Dugan
- X Jonathan Masabni

Agenda Items Discussed:

Review faculty/staff Space Study feedback:

- Summarize key items;
- Identify concerns and suggestions;
- Highlight feedback that aligns or conflicts with current CEHD Space Guidelines;
- Suggest whether feedback should be incorporated as formal changes or saved as future recommendations.

Committee Decision Summary

Use this section to summarize decisions made regarding feedback incorporation, guideline revisions, and recommendations for future review.

1. SPACe Guidelines Approval

Motion passed to proceed with the current SPACe guidelines. Revisions will be considered after one year, if necessary.

2. Committee Representation

Committee Chair, Jill Hobbs, will contact committee representatives/designees to create the SPACe committee, per the guidelines.

3. Publication

Committee information, protocols, and procedures will be published on the MyCEHD site for transparency and accessibility.

4. Communication Strategy

A meeting will be scheduled with MarComm to explore effective methods for communicating next steps.

Committee Member Votes:

Total members Voting: 14

Votes in Favor (Yes): 14

Votes Against (No): 0

Signatures:

Chair: *Jill Hobbs*

Jill Hobbs [Jill Hobbs \(Nov 4, 2025 08:04:31 CST\)](#)

Date: _____

Co-chair: *JF*

James Fluckey [James Fluckey \(Nov 3, 2025 15:31:04 CST\)](#)

Date: _____