

FACILITIES MATTERS



OUR MISSION

ADDRESS staff & student questions, concerns, and issues related to SOM buildings.

INFORM staff & students of significant building-related updates and upcoming projects.

IMPLEMENT practical solutions wherever possible to resolve reported issues.

COMMUNICATE regularly on building projects, improvements, and outcomes.

HOW TO SUBMIT QUESTIONS OR CONCERNS

SUBMIT: Complete the quarterly call form by using the link <https://forms.office.com/r/gTDedYcgEE> to report building-related questions, issues, or concerns.

REVIEW: Committee meets quarterly to discuss all submissions.

COMMUNICATE: Staff and students will receive responses and action updates.

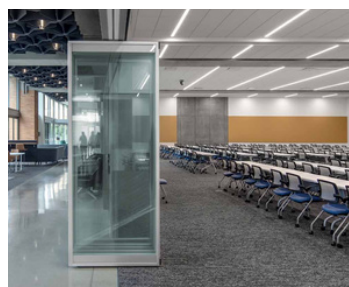
REPORT: Committee Chair/Planning will share outcomes and improvements implemented.

TIMELINE

July 7: Deadline for the first quarterly call submission.

July 14th: Initial committee meeting.

July 18th: A response will be sent out.



PROCESS OVERVIEW

- Quarterly submissions
- Committee review
- Response communication
- Implementation tracking