FACILITIES RESOURCE COMMITTEE

Minutes

Tuesday June 9, 2009

Present: Steve Mischissin, John Sagebiel, Troy Miller, Chuck Price, Erik Herzik, Ron Zurek, Marsha Read, Steve Zink, Gary Bishop and Jannet Vreeland.

Excused: Ken Palm, Stephanie Woolf, David Lupan, Jannet Vreeland.

Absent: None.

Visitors: Jed Hammer, Facilities Planning and Analysis
Marcella Yeates, Facilities Services
Michael Leslie, Davidson Academy
David Lenzner, Staff Employees Council
Joseph Galvan, Sodexo
David Stipech, KUNR
Keith Hackett, Athletics
Nancy LaTourette, COE
Mitch Klaich, COE
Amy Koekes, ASU/SP

Action Items:

A. MINUTES: The minutes of the April 14, 2009 and May 12, 2009 meetings of the Facilities Resource Committee were approved.

B. RENOVATION LIST – REVIEW OF PROJECTS OVER $25K: Steve Mischissin reviewed with the committee the renovation list for projects over $25,000.

C. SIGNAGE POLICY AND STANDARDS: The committee deferred review of campus signage policies and standards until the July 2009 meeting of the committee.

D. THOMPSON BUILDING – WEST SIDE EXTERIOR LETTERS: Rita Escher reviewed a proposal for exterior signage on the West side of the Thompson Building. The committee approved the proposal.

E. JOT TRAVIS BUILDING – OUTDOOR TABLES/SEATING: Russ Meyer reviewed with the committee a proposal to install outdoor tables and seating on the East side of the building. The committee approved the proposal.

F. MACKAY STADIUM – CONCESSIONS AREA REMODEL: Keith Hackett reviewed with the committee a proposal to renovate the concessions area at the South end of the stadium. Chuck Price asked if it would be possible to reduce the amount of alcohol signage at the concessions location. Keith Hackett declined the request. The committee approved the request.

G. SCRUGHAM ENGINEERING – INFORMATION MONITOR AND COMPUTER: Nancy LaTourette reviewed with the committee a proposal to install an informational monitor and computer to be placed in the first floor lobby and room 101B. The committee approved the project.

H. WILLIAM RAGGIO BUILDING – INFORMATION MONITOR: Mitchell Klaich reviewed a proposal to install an informational monitor in the second floor lobby of WRB. The committee asked that the proposal be revised to include a modern monitor and informational system, and to return to the July meeting for further review.
I. **SOCIAL WORK – NPT NEED TO VACATE 350 CENTER ST:** Gary Bishop reviewed with the committee a request from Social Work who indicated that the NPT program has been noticed to vacate the county facility at 350 Center St. as of 8-1-09. Gary indicated that he would work with Jed Hammer to provide Jannet Vreeland information regarding possible alternative locations for this function, including Redfield Campus which was identified by the requestor as a preferred location.

J. **V. P. RESEARCH – REQUEST TO ASSIGN ROSS HALL 109:** The committee reviewed a request from Marsha Read to assign RH109 to Dr. Collopy and his administrative assistant. The committee approved the request.

K. **ARF – REQUEST TO RELEASE ARF109-111 TO VPR:** The committee reviewed and approved a request from Marsha Read to release ARF 109-111 to VPR at the end of the summer.

L. **ARF – REQUEST TO REASSIGN ARF 115-117 TO MECHANICAL ENGINEERING:** The committee reviewed and approved a request from Marsha Read to reassign ARF 115-117 from Electrical Engineering to Mechanical Engineering for Dr. Suhr.

M. **ARF – REQUEST TO TRANSFER ARF 321-323 TO NEW HIRE:** The committee reviewed and approved a request from Marsha Read to transfer ARF 321-323 from Dr. Subramanian in Chem/Met to the new hire in Chem/Met.

**Update Items:**

A. **REQUEST FOR SPACE FORM – REVISION REQUEST:** Gary Bishop reported that no revision to the form is necessary, as there is already a line for the Dean’s signature on the form. Future requests that do not have the Dean’s signature on the form will be returned to the requesting entity.

**Discussion Items:**

A. **JOT TRAVIS BUILDING – PROTOCOL FOR USAGE OF JOINT USE SPACE:** Troy Miller reported that he is still waiting to hear back from the Davidson Academy on the proposed agreement.

B. **CAMPUS SIGNAGE POLICY AND STANDARDS:** The committee deferred discussion of this issue until the July, 2009 meeting of the committee.

C. **KUNR – REQUEST FOR SIGNAGE AT EJCH:** David Stipech requested that additional signage be placed around the exterior of EJCH to help visitors find KUNR. The committee asked that David work with Marcella Yeates to develop a signage plan to be reviewed by the committee.

**Pending Requests:**

- COBA – REQUEST FOR STORAGE IN GETCHELL – HOLD FOR GL REPORT
- BIOLOGY – REQUEST FOR LIFE SCIENCE SPACE IN FLEISCHMANN AGRICULTURE
- HDFS – REQUEST FOR USE OF CHHS SPACE IN SARAH FLEISCHMANN
- FACILITIES SERVICES – SPACE IN GETCHELL LIBRARY – HOLD FOR GL REPORT
- CS&E – REQUEST FOR SPACE IN GETCHELL LIBRARY – HOLD FOR GL REPORT
- ART DEPARTMENT – SPACE IN GETCHELL LIBRARY – HOLD FOR GL REPORT
- V.P. RESEARCH – OFFICE FOR HUMAN RESEARCH PROTECTION STAFF – ROSS HALL.
- CRD&A – SPACE IN GETCHELL LIBRARY – HOLD FOR GL REPORT
- COOPERATIVE EXTENSION – STORAGE NEEDS ON CAMPUS.
- UNIVERSITY PRESS – RELOCATION FROM MORRILL HALL.

**NEXT MEETING:** The next scheduled meeting of the Facilities Resource Committee is July 14, 2009, from 2:30-4:30pm, in the Phillips Conference Room – Clark Administration Building.
cc:  President Glick
     Vice President Ellis
     Associate Vice President Cathey
     Richard Grefrath, Reference Librarian, Getchell Library
     Academic Leadership Council
     Facilities Resource Committee Members