FACILITIES RESOURCE COMMITTEE

Minutes

Tuesday December 14, 2010

Present: Troy Miller, Chuck Price, Marsha Read, John Walsh, David Brackett, David Lenzner, Marcella Yeates, Steve Zink, Gary Bishop and Jannet Vreeland.

Excused: Stephanie Woolf, Keith Hackett, John Sagebiel, Ron Zurek, David Ryfe, David Lupan.

Absent: None.

Visitors: Russ Meyer, RLHFS
Jed Hammer, FP&A
Pat Richard, President’s Office
Fred Harvey, Rifle Team
Tim Wolfe, Financial Aid and Scholarships
Maureen McBride, Writing Center

Action Items:

A. MINUTES: The minutes of the November 9, 2010 meeting of the Facilities Resource Committee were approved as written.

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

C. CENTER FOR PROGRAM EVALUATION – REQUEST TO ASSIGN SFB 212B: The committee reviewed and approved a request to assign SFB 212B to the CPE to house a graduate assistant. No renovation will be required.

D. VALLEY ROAD GREENHOUSE – REQUEST FOR APPROVAL OF CONCRETE PADS: The committee reviewed and approved a request from CABNR to construct two concrete pads adjacent to the greenhouse complex on Valley Road to hold soil material for use in the greenhouses.

E. RIFLE RANGE – RELOCATION TO VALLEY ROAD: The committee reviewed and approved a request to relocate the rifle range to Valley Road for a period of 5-10 years. A MOU has been developed on the process and time period to notice ICA on giving back the facility to CABNR.

F. FACILITIES OPERATIONS – REQUEST TO ASSIGN ROOM 017: The committee reviewed and approved a request from Joe Greco to assign room 017 to Facilities Operations. The room has been vacated by IT personnel.

G. CMM – SANFORD CENTER SIGNAGE REQUEST: The committee reviewed a request from Denise Montcalm regarding proposed signage in CMM for the Sanford Center. Jannet Vreeland and Pat Richard indicated they would work out a solution for the signage with Facilities Services and President Glick. Jannet asked that this item be placed on the update agenda for the January meeting of the Facilities Resource Committee.

H. FINANCIAL AID & SCHOLARSHIP – REQUEST TO CHANGE USAGE OF FSS 310: The committee reviewed and approved a request from FA&S to convert FSS310 from a storage room to a training room.
I. RLHFS – REQUEST TO APPROVE BODAWGS TRAILER ON CAMPUS: The committee reviewed and approved a request from Russ Meyer to provide a Bodawgs hot dog trailer on campus adjacent to the Old Gymnasium during daytime hours on weekdays as a subcontract of Chartwells.

J. RLHFS – REQUEST FOR APPROVAL OF OVERLOOK SIGNAGE: The committee reviewed a revised signage proposal from Russ Meyer with Pat Richard. The committee approved the signage proposal contingent upon the use of the correct “N”.

K. MACKAY SCIENCE – WRITING CENTER SIGNAGE PROPOSAL: The committee reviewed and approved a proposal from the Writing Center to place a sandwich board near the sidewalk outside the Northwest entrance to Mackay Science for the first month of each semester. A request to place additional interior signage inside the building was deferred until the success of the sandwich board has been determined.

Update Items:

A. SEISMOLOGY LAB – REQUEST FOR STORAGE IN NTF: Jannet indicated she is waiting for feedback from Graham Kent and the Dean.

Discussion Items:

A. JOT TRAVIS BUILDING – PROTOCOL FOR USAGE OF JOINT USE SPACE: Troy Miller indicated that there has been on change in the status of this issue.

B. NELSON BUILDING LAXALT THEATER – CONFLICTING RENTAL ACTIVITIES: Jannet Vreeland indicated she would like to discuss this issue with Robert Gander.

Pending Requests:

- TUTORING CENTER – REQUEST FOR ADDITIONAL SPACE (MARSHA URBAN)
- LATINO RESEARCH CENTER – REQUEST FOR STORAGE (IRIS WEST)
- ART DEPARTMENT – REQUEST TO RELOCATE PRINTMAKING TO JTB (HOWARD ROSENBERG)
- HCS – SPACE NEEDS AND REQUESTS (CHERYL HUG-ENGLISH)
- UNIVERSITY PRESS – RELOCATION FROM MORRILL HALL.

NEXT MEETING: The next scheduled meeting of the Facilities Resource Committee is January 11, 2011, from 2:30-4:30pm, in the Phillips Conference Room – Clark Administration Building.

cc: President Glick
Vice President Ellis
Associate Vice President Cathey
Richard Greffarth, Reference Librarian, Getchell Library
Academic Leadership Council
Facilities Resource Committee Members