

Minutes for February 22, 2005 Facilities Council

In Attendance: Bob Mention, Mason Davis, Sandy Ing-Weise, Tracy Simms, Mike Ruiz, Shannon Gaul, Moriah Demers, Nancy Hart, Marie Matsen, and Patrick Lanning, Eric Magalhaes

Guests: Susan Tater and Craig Taylor

Agenda Overview

1. Presentation by Susan and Craig on the Space Utilization Summary.
2. Approval of minutes of February 8 meeting.
3. Review and revision of Council Policies draft document.
4. Review and suggested corrections of Indoor Environmental Quality Procedures.

Meeting Notes

1. The Council Members approved the following:
 - a. Have Space Utilization Data developed for all Main Campus Classrooms & Computer Labs within the 9-2 parameter.
 - b. Request that FMP determine underutilized classrooms and labs.
 - c. FMP to provide an analysis if the information on underutilization to the Council.

Questions: What are acceptable utilization standards?
 What factors affect utilization rates?

2. The minutes were approved as read.
3. Minor modifications of the Facility Policies were made. A new draft will be provided before the next meeting of the Council.
4. Suggestions on categories were made on the draft of the I.E.Q.P. Marie will present the suggestions to Jennifer.

Next Meeting

The Facilities Council is scheduled to meet again on March 8, 2:30 – 4:20 p.m. in #16, Room 211.