

Facilities Council

Meeting Notes from October 17, 2005

ATTENDANCE:

- | | |
|---|--|
| <input type="checkbox"/> STEVE BABKIRK | <input checked="" type="checkbox"/> MARIE MATSEN |
| <input checked="" type="checkbox"/> MASON DAVIS | <input checked="" type="checkbox"/> BOB MENTION |
| <input checked="" type="checkbox"/> ROBIN GEYER | <input checked="" type="checkbox"/> MARGARET ROBERTSON |
| <input checked="" type="checkbox"/> GLENN GOSS | <input checked="" type="checkbox"/> MIKE RUIZ |
| <input checked="" type="checkbox"/> KYLE HAMMON | <input checked="" type="checkbox"/> TRACY SIMMS |
| <input checked="" type="checkbox"/> SANDY ING-WEISE | <input checked="" type="checkbox"/> SUSAN TATAR |
| <input checked="" type="checkbox"/> PATRICK LANNING | <input type="checkbox"/> |

OUTCOMES:

1. Formal introductions deferred to next meeting when all members might be present.
2. No additions to agenda.
3. Marie will resend the drafts sent earlier by e-mail with corrections suggested by council members.
4. Informational-no decision.
5. Marie and/or Bob will resend documents, clarifying what they are for so the council members can have time to review.

DISCUSSION:

1. Introductions

Kyle said that Dawn DeWolf may be replacing him pending management approval. Dawn attended the meeting for a brief time.

ASLCC is looking for a second student representative.

2. Agenda. Time keeper: Tracy Simms.

3. FMT/SAC successor process: Presentation

Marie explained the prior FMT/SAC process. She discussed two considerations for implementing a successor process: a) work of assigning, scheduling and funding projects as part of the operational process is continuing; and b) time management issues for Bob Mention, Mike Ruiz and herself to continue processing FMT/SAC project and space requests. Marie handed out a list of projects scheduled for 2006-07.

The proposed process involves request deadlines in the fall and spring. Requests would come from unit planning, space/remodel request, or emerging strategic needs. Initial investigation and research would be done by the facilities planner, who would give a summary list to the VP's and AVP's for review. A subgroup called the Facilities Implementation Team (FIT) would meet two times a year with Facilities Management & Planning to schedule priorities/projects.

4. FMT/SAC successor process: Discussion

Marie explained that the process is from an implementation standpoint. Marie and Bob wanted the council's input so that work at the implementation level could continue while the council decides on criteria and policies. The process would be tested this fall and any problems worked out before being fully implemented in the spring for projects for 2007-2008. FIT members would have an idea of the strategic directions and would apply the council's policies, procedures and guidelines when they reviewed the list of projects.

Mason asked to see a second draft.

5. FMT/SAC successor process: Criteria

Council members reviewed the Capital Improvement Criteria which was used by FMT since approximately 1991. Work by the Facilities Council last year tried to integrate this list into updated criteria.

Drafts for Facilities policies and Construction Priorities to be reviewed and finalized by the council before working on the space assignment criteria.

OUTCOMES:

6. No action.

7. No action.

DISCUSSION:

6. Talloires Declaration

Marie said that the Board tabled the agenda item at its last meeting because of concerns with the definition of sustainability and issues concerning ideology. A meeting on this topic is scheduled for Thursday, October 27 at 3 p.m. in 3/206. Marie and Margaret asked that anyone who had ideas about the board's concerns contact them or Jennifer Hayward.

7. Set schedule for future meetings

Margaret handed out a grid of times that were not available. She asked members to let her know by Oct. 18 if there were changes they could make. She will be checking on the ASLCC representatives' schedules and Dawn DeWolf's schedule.

Meeting adjourned at 4:55 p.m.

Recorder: Susan Tatar