

**MEETING MINUTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
June 5, 2018**

Members Present: Royce Smith – Chair, John How – Vice Chair, Kurt Blunck, Mike Everts, Christina Fastnow, Duane Morris, Tom Rogers, Leslie Schmidt, David Singel, and Glen Steinhoff

Members Absent: Fatih Rifki, Chris Catlett, Tom Stump, David Kack, Chris Kearns, Dan Stevenson, Jim Thull, and ASMSU representative

Staff & Guests: Leslie Schroeder

ITEM No. 1 – APPROVAL OF NOTES

Glen Steinhoff motioned to approve the draft notes from May 15, 2018.
Kurt Blunck seconded the motion.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT **None**

ITEM No. 3 – CONSENT AGENDA **None**

ITEM No. 4 – DISCUSSION **Garage Art Installation, UFPB Charter, Horizon Items**
Presenters: Royce Smith, John How

Parking Garage Art, fifth installation: Dean Smith introduced a recommendation to approve a new garage art installation, because, based on previous UFPB recommendations regarding Parking Garage Art, future art installations are subject to UFPB review. The College of Art and Architecture recently received some strategic funding for visiting artist Ledania to teach a “spray” course, making MSU one of the first universities in the country to offer a graffiti course. The Public Art Committee has already given a blanket approval for all art installations in the garage, but UFPB needs to see an example of the intended art. The students of ARTZ 291-002 (a 4x4 summer class) will be coming up with the design themselves. The board is willing to give conditional approval to go forward with allowing the class to proceed with the installation, provided the graffiti is in good taste, avoids profanity and is non-destructive.

Kurt Blunck brought up garage maintenance, which is scheduled to take place July 2 - 6. The 4-week class ends July 6th, so there will have to be some coordination between the class and the maintenance crew. Ledania arrives June 11th.

Christina Fastnow motioned to recommend that the class bring (via email) a conceptual design to UFPB for review, since the June 19th meeting will be cancelled due to many members being out of town. UFPB will issue a proxy vote after review of the conceptual design.

John How seconded the motion.

Tom Rogers made a friendly motion to make this a discussion item rather than an approval item, since this item was not previously on the agenda.

The friendly motion was unanimously approved.

The Vote:

Yes: 10

No: 0

UFPB Charter: John is hesitant to update the UFPB charter until the Office of Planning & Analysis has finished updating its Strategic Plan. UFPB’s role should tie in to the Strategic Plan of the university. Our current charter does not reference the Strategic Plan, but it should, so that goals will be aligned. Royce agreed that this will also be useful when UFPB prepares to develop a rubric. The rubric will be an objective scoring system for evaluating recommendations that come to UFPB for approval.

UFPB Meeting Location: John proposed meeting in the same building for two months at a time, and then moving on to another location for the next two months. This will allow UFPB to visit six different buildings a year, and

meeting four times in the same location should help reduce the potential for decreased attendance. David Singel proposed that we hold the January and February 2019 meetings in the newly built conference room on the third floor of Norm Asbjornson Hall. Royce proposed that perhaps someone from the department that uses the building UFPB is meeting in could give a brief presentation about the challenges and peculiarities of the building. David Singel suggested that this would be a good idea for Classroom Committee.

UFPB website: The current website is outdated and no longer supported by UIT. It will be replaced with a new website within a month or so.

Committee Reporting Structures: John believes that Classroom Committee should not be reporting up through UFPB (as it currently does). It would be more appropriate to report up through Space Management, because Classroom Committee deals with interior spaces. UFPB's charter specifically defines its role as determining exterior spaces and building designs. Interior renovations are the prevue of Space Management. David Singel thinks of Space Management as responsible for space allocation and utility and UFPB as responsible for design. John sees the two committees as responsible for interior renovations (SM) and exterior renovations (UFPB), but he is open to input from the group. These are two different models. Interior collaborative spaces have historically come to UFPB. Perhaps cost is the determining factor for what is escalated up to UFPB. Royce clarified that public lobbies and major hallways are under the prevue of UFPB. Tom pointed out that the CPDC website also addresses the functions of UFPB. The Campus Design Plan was adopted in 2015 so it is not that old. The statements in the website regarding UFPB are harmonious with those in the UFPB charter.

UFPB scope: Duane Morris expressed frustration about how often we end up in the weeds. He wants UFPB to generally approve designs but not micromanage the designers. He wants us to trust them to work within the guidelines. He supports the current efforts to clarify our mission, for the sake of efficiency. The rubric should help with this. John shared that the University Architect and designers have frequently felt hamstrung by this committee. He proposed that UFPB allow CPDC do their job, trusting them to follow the guidelines. Design teams would then only come to UFPB with exceptions. If this approach doesn't work, we can return to the current way of doing things. David pointed out that this is very similar to the way Space Management functions, and he commends the idea because it has worked well for Space Management. Tom noted that our charter states the UFPB role is to consider the design and whether or not it meets design intent and overall objectives of the long-range plan. Duane commented that UFPB initially denied the New Residence Hall, due to legitimate concerns from neighbors about shading. He agrees that UFPB should be involved with initial overall design considerations of a new building, but we should not be designing the lobby. This committee has a wide diversity of representation across campus, so the discussions are valuable. John's goal is to empower his staff to work within the guidelines without fear of their work being redesigned by UFPB. Chris Fastnow added that there needs to be a balance between coming to UFPB too early (and risking too much UFPB intervention in the design phase) and coming to UFPB too late in the design phase.

UFPB rubric: If UFPB were to develop a rubric, it would clarify what needs to happen for approval of projects. For example, there might be a box to tick for checking in with Maintenance regarding new furniture in renovated spaces, so that white Costco sofas don't end up in heavily-used lobbies. A good rubric will demonstrate that the designers have done their due diligence so that UFPB doesn't have to be the monitor. Depending on cost investment, different processes are followed. Cost thresholds can determine who needs to weigh in for approval. Duane added that in the past CPDC has brought some small items to UFPB (like putting a flat screen in an office). As long as CPDC is following our design guidelines, they should only bring larger issues to UFPB. Glen Steinhoff is in favor of the rubric with check boxes.

Consent Agenda: UFPB has not been using this, but this is a way to filter projects that come to UFPB. Similar to an Executive Summary, this allows several similar items to be decided upon at the same time.

Signage around campus: Getting around the MSU campus is difficult for newcomers. Royce would love for UFPB to think about wayfinding. Wichita State recently made a significant wayfinding effort. It may be worth a trip to their campus to see what they have done.

The June 19th meeting will be cancelled due to many absences. There will not be enough for a quorum.

HORIZON ITEMS

- Rendezvous Dining Pavilion
- New Residence Hall Design
- Evaluation Criteria / Rubric
- UFPB charter, roles, duties
- Subcommittees and relationships with other committees

CM/Is

CC:

President Cruzado
Amber Vestal, President's Office
Maggie Hayes, President's Office

Julie Heard, Provost Office
ASMSU President
Lisa Hespen, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance
Jennifer Joyce, VP Student Success
Leslie Schmidt, Asst. VP Research
Office
Tony Campeau, Registrar
Frank Parrish, MSU Police
Becky McMillan, Auxiliaries Services

Julie Kipfer, Communications
Jody Barney, College of Agriculture
Susan Fraser, College of Agriculture
Robin Happel, College of Agriculture
Elizabeth Schmidt, College of Business
Candace Mastel, Campus Planning