

**MEETING MINUTES OF THE  
UNIVERSITY FACILITIES PLANNING BOARD  
October 16, 2018**

**Members Present:** John How – Vice Chair, Kurt Blunck, Mike Everts, Christina Fastnow, EJ Hook, David Kack, Duane Morris, Brenden Pelkie, Fatih Rifki, Tom Rogers, Leslie Schmidt, David Singel, Dan Stevenson, and Brenda York

**Members Represented by Proxy:** Joe Schumacher (Brenda York), Royce Smith (John How), Glen Steinhoff (Kurt Blunck)

**Members Absent:** Matthew Regan

**Staff & Guests:** Madison Graff, Leslie Schroeder, and Randy Stephens

New UFPB members were introduced. Brenden Pelkie is the new ASMSU representative and Brenda York is the new Disabilities Services representative.

**ITEM No. 1 – APPROVAL OF NOTES**

David Kack moved to approve the draft notes from August 21, 2018.

Duane Morris seconded the motion.

The meeting notes were unanimously approved: 17 Aye, 0 Nay

**ITEM No. 2 – EXECUTIVE COMMITTEE REPORT**

None

**ITEM No. 3 – CONSENT AGENDA**

The only item on the Consent Agenda was the approval of Meeting Minutes from January 16, 2018 and February 6, 2018. Both meetings were recorded, but minutes had not been typed up (until now) due to staff transitions during this timeframe.

Duane Morris moved to approve the Consent Agenda.

Kurt Blunck seconded the motion.

The Consent Agenda was unanimously approved: 17 Aye, 0 Nay

**ITEM No. 4 – INFORMATIONAL – Collaboration with Arts & Architecture for Interior Benches**

Randy Stephens presented information about future collaboration between departments on campus for seating in hallways and other public interior spaces. Specifically, benches could be designed and built by students in the Furniture class or other art classes on campus. This would lead to eclectic seating rather than a campus standard. CPDC is actively looking for ways to interface with the students on campus to solve problems. The Engineering College may also be an appropriate collaborator. Brenden Pelkie (ASMSU) brought up the need for more outdoor passive seating, like flat rocks or grassy lumps that can be incorporated into the landscape. EJ calls these “landscape affordances”, which are natural objects like rocks or logs intentionally placed for seating purposes.

Environmental Services has successfully collaborated with the College of Agriculture’s Horticulture and Landscape programs on similar projects. All agreed that our students are knowledgeable resources from whom we should draw.

**ITEM No. 5 – RECOMMENDATION – Classroom Maintenance 2019**

Madison Graff presented the eleven classrooms identified by Classroom Committee (CC) as needing maintenance in 2019. If approved, work Control will perform the classroom maintenance next summer on the following eleven classrooms: Barnard 108, Herrick 113, Lewis 306, Roberts 208 and 209, Wilson 1-123, 1-130, 1-139, 1-141, 1-142, and 1-143. The maintenance consists of paint, carpet, new furniture (mobile for active learning), and minor reconfigurations (such as adding whiteboards and updating technology). The classrooms were chosen based on the general condition of the space, adaptability to multiple pedagogies, the type of furniture (CC wants to replace fixed-tablet chairs with moveable furniture to foster collaboration and active learning principles), and basic technology limitations. Classroom Committee would also like approval to proceed with the design of Reid 401 and 402 for future renovation. Brenda York objected to maintaining the classrooms located in ADA-inaccessible buildings.

Chris Fastnow moved to approve the recommendation for maintenance of the proposed classrooms in 2019.

Leslie Schmidt seconded the motion.

The Vote: 16 Aye, 1 Nay

**ITEM No. 6 – INFORMATIONAL – Norm Asbjornson Hall Montana Board Room Reservations**

John How presented information on scheduling and use of the Montana Board Room in the newly constructed Norm Asbjornson Hall (NAH). This will be the nicest conference room on campus and will be treated similarly to the President’s Conference Room. The President has scheduling priority, as does the Honor’s College and the College of Engineering. Any campus group may use the room, by scheduling through AdAstra. UFPB will use the Montana Board Room for February and March meetings.

**John requested a friendly amendment to the Agenda to add a recommendation that Classroom Committee report up through the Space Management Committee rather than UFPB.**

Duane Morris moved to add this item to the Agenda.

Brenda York seconded the motion.

The Vote: 17 Aye, 0 Nay

**ITEM No. 7 – RECOMMENDATION – Space Committee Reporting Structure**

When Classroom Committee was created, the Space Management Committee did not exist, so Classroom Committee reported to UFPB. Space Management was created to deal with utilization of interior spaces and works with Classroom Committee regularly. It makes more sense for Classroom Committee to report up through Space Management.

Leslie Schmidt moved to approve the recommendation that Classroom Committee report to Space Management rather than UFPB.

EJ Hook seconded the motion.

The Vote: 17 Aye, 0 Nay

**Fatih Rifki brought up the lack of cleaning services in Cheever Hall.** EJ explained that the custodial staff is currently very short-handed, so Cheever is being cleaned by a floating crew and scheduled cleanings are less often than usual.

**No UFPB on November 6<sup>th</sup> due to MSU holiday (Election Day).**

**Horizon Items**

None

CM/Is

CC:

President Cruzado

Amber Vestal, President’s Office

Maggie Hayes, President’s Office

Julie Heard, Provost Office

Taylor Blossom, ASMSU President

Lisa Hesper, 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