Facilities Planning Committee

FACILITIES PLANNING COMMITTEE
October 22, 2014

Meeting Summary

Members Present: Laura McCarty, Patsy Puertas Acosta, Blaze Woodlief, Sara McKinnon
Absent: Erik Dunmire (on sabbatical) Matt Smith, Lori Loeffler, Tom Burke, Steve Petker, James Kuromiya, Nanda Schorske, Greg Nelson
Staff Resource: Maridel Barr

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>DESCRIPTION</th>
<th>TIME</th>
<th>CATEGORY:</th>
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</thead>
<tbody>
<tr>
<td>1. Intro, agenda</td>
<td>Approve agenda &amp; previous minutes</td>
<td>10 min</td>
<td>Action</td>
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<tr>
<td>2. Facilities Program</td>
<td>Program review from the dept. of Communication.</td>
<td>15 min</td>
<td>Discussion</td>
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<td>Program Review</td>
<td>Review effectiveness of facilities question in program review</td>
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<tr>
<td>3. Planning</td>
<td>Review Charge for FPC. Discuss program planning and topics for the year</td>
<td>30 min</td>
<td>Discussion</td>
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<tr>
<td>4. Closing</td>
<td>Confirm next meeting date(s) if indicated by group</td>
<td>5 min</td>
<td>Action</td>
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Agenda
The committee approved the meeting summary and agenda.

Program Review
1. The committee examined the facilities question in program review and revised it:
“What are the existing facilities issues that impact student access and success? Focus on how existing facilities meet your program needs (or not). (Note: Please use “School Dude” work orders to solve routine maintenance issues, such as, temperature control, lighting repair etc. as well as health and safety concerns).” Maridel will email the question to the whole committee for feedback.
2. The Department of Communication submitted their facilities request in program review for their classrooms in the new Academic Center. In accordance with public speaking/debate best practices they asked to have:

   a. the two classrooms they teach in be adjacent to each other,
   b. projection screens in front corner and speaker in center of room
   c. spotlight on the speaker
   d. moveable desks and furniture to allow group work

Laura will follow up to see if these requests are possible in the construction of the new building. We already have planned to have moveable desks and furniture.

**Review Charge**

1. This item was put over to next meeting.

**Upcoming Topics**

1. Review the FPC Charge
2. Review timeline for Facilities Master Plan Update
3. What is status of the Gilbane facilities assessment?
4. Patsy will bring information on best practice for student input into facilities feedback

**Next meeting date**

1. The next meeting was changed to November 19 from 2:00-3:00 pm in SMN 305, because the regular meeting date was the day before Thanksgiving.