

CAMPUS PLANNING COUNCIL
Special Meeting

October 10, 2007 11:00 a.m.

Faculty Senate Conference Rm, Rendezvous Bldg

Council Members

Present: Barbara Adamcik, Dan Ames, Darrell Buffaloe, Scott Campbell, Steve Chatterton, Denise Bowen, Cathy Kriloff, Kathleen Lane, Matthew Lewis, Tony Martin, Kevin Parker, Alba Perez, Lowell Richards, Matt Sanger, Matt Spencer, Joe Steiner, Maher Wissa **Excused:** Kevin Cleveland, Denton Dance, Jim Fletcher, Greg Horton, Dennis Toney **Absent:** Kevin Helgeson, Tim Shurtliff, Bill Stanton **Guest:** Jennifer Brown (ASISU)

I. Preliminaries

A. Approval of September 29, 2007 Minutes:

MOTION by Matt Sanger to approve minutes as written; second; discussion. Clarification by Denise Bowen that today was called as a special meeting. Items listed on the September 2007 minutes as “on hold” will be discussed at the regular meeting on October 24. Motion carried with clarification.

B. Questions or Comments Regarding Information Sent as Follow-up to Last Meeting:

Discussion by Denise Bowen on the Faculty Senate process of approving and implementing recommendations submitted by CPC. She and Maher Wissa have met with Faculty Senate Chair, John Masserini, to discuss the process. Explanation by Denise Bowen and discussion of handout “Campus Planning Flowchart.” The flowchart briefly outlines reporting flow between the Campus Planning Council and other campus entities. She noted we now have a direct line to the President through Faculty Senate. Some members of CPC are also members of other councils which will be an asset. Members suggested revising the chart to reflect representation from the City and the ISU student body. Denise Bowen commented she would make the changes and send the revised flowchart to the CPC members for review.

II. Activity Reports

A. Report on Annual Report Meeting with President Vailas (Wissa and Buffaloe): Report by Maher Wissa on the Annual Report of CPC for 2006-2007, which includes all minutes, forms and documents reviewed by CPC last year, and his meeting with President Vailas. The report is available in both printed and bound format and also digital. A copy of the report has been provided to President Vailas, Faculty Senate, Chair Denise Bowen and a copy for the CPC records. Maher Wissa commented he felt the President was astonished with the size of the report and also dismayed that it included information he had not seen before. The President requested the report be available on the WebCT.

Darrell Buffaloe stated the President accepted the revised “Annual Capital Project” flowchart, with additions as discussed in the last meeting. Denise Bowen commented that, without objection from the Council, we will consider the changes to the flowchart as editorial changes with no motion needed. Darrell Buffaloe met with the Academic Council yesterday to discuss the flowchart. Scott Campbell is preparing a computerized “Capital Project Request Form Checklist” that will be sent to CPC members for discussion at the next meeting. There is still a concern as to which requests should be presented to the CPC, as Denise Bowen noted the President feels requests below \$25,000 would almost be a waste of time to discuss. It was suggested that any items impacting parking, green space, etc. be required to go through the CPC. With the CPC meeting only once a month, there is a concern that all the requests could not be addressed in a timely manner without calling special meetings.

MOTION by Maher Wissa to increase the amount to \$100,000 and above, rather than \$25,000, for requests to be reviewed and approved by the Campus Planning Council. Second. Motion carried.

B. Priority Items 2009 Fiscal Budget (Buffaloe): Darrell Buffaloe discussed his handout on “FY09 Capital Improvement and Repair Request.” The list of numbered projects have been approved by the State Board of Education and the Permanent Building Fund Council, but are not funded as yet. We should know in May 2008 which ones are funded. He noted that, in the past, the SBOE generally approves about \$1.6 million for projects. The non-prioritized list of projects has not been submitted to the SBOE for funding consideration. Soon he will be requesting information from the deans for the FY10 budget, which he will prioritize and present to the CPC. The FY10 request must be submitted to the State Board by mid-May. Maher Wissa noted that the CPC approved to move the Campus Signage and Landscape project to Item #14 at their meeting last spring, but it is not listed. Darrell Buffaloe commented the President added items to the list which moved some items off, in which those items can be added to the FY10 request if the CPC agrees.

Kathleen Lane commented on how beautiful the new ISU banners are, an opinion also expressed by other members.

MOTION by Maher Wissa to send ASISU a thank you letter to the ASISU President for a job well done on the banners. Second. Motion carried. Chair Denise Bowen will draft a letter.

C. Planning for Capital Project and Space Requests: Discussion on draft of “Checklist – Action Status” prepared by Maher Wissa. Scott Campbell and Maher Wissa will put the form on the web to allow persons access to see the status of requested projects. It was requested to avoid having a password protected site for easier access and more transparency.

MOTION by Kevin Parker to adopt the “Checklist – Action Status” and the “Campus Planning Flowchart.” Second. Discussion. Friendly Amendment by Denise Bowen to make additions to the flowchart to show CPC connection to other councils and the City. Motion carried with amendment.

D. Faculty Senate and Council Communication: Discussion presented by Matt Lewis about having the CPC agenda, minutes and other documents on the web. Denise Bowen commented that Faculty Senate is going to post all its minutes and information on the web, and not password protected. She will discuss the request with Faculty Senate as whether to put the CPC information on their website, or on a separate website.

Discussion by Denise Bowen on “New Charge to CPC” and the CPC standing committees and proposed task forces. She noted we need to complete our Council’s reorganization to address the Council’s business more efficiently and to complete the new charge requested by President Vailas. There were suggestions to make additions to the task force list, such as parking and circulation and historical preservation. Maher Wissa referenced the uncompleted agenda item from last year in establishing a short-term policy for campus parking and circulation, which could be extended into a long-term policy. Discussion on historical preservation task force. Denise Bowen commented if we do not include historical preservation on the list, then the President may not know it is a part of the CPC. Kevin Parker noted there are so many historical items on campus it would be a shame not to list it. Darrell Buffaloe commented there is a new masters degree in the History Department where students are taught how to catalog historical items. Denise stated she would check with the department about the program. Scott Campbell commented that, unless there is funding to do a project, he believes it is a waste of time to have task force meetings for a particular item until funding is available.

MOTION by Kathleen Lane to have the three standing committees as outlined in the CPC Bylaws, the new task forces proposed, and add Historical Preservation and Circulation and Parking to the task forces. Second. Motion carried.

III. Old Business: All items below are tabled until the October 24, 2007, regular meeting.

- A. Campus Parking Forum and Plan (Campbell):**
- B. Visibility Study of Other Energy Resources for the Campus:**
- C. Native American Art Proposal:**

IV. New Business: All items below are tabled until the October 24, 2007, regular meeting.

- A. Campus Planning Goals for 2007-08:**
- B. Formation of Task Forces to Begin Work on Established Goals:**
- C. Frequency of Campus Planning Council Meetings:**

V. Next meeting: Wednesday, October 24 11:00 a.m. Faculty Senate Conference Room, Rendezvous Bldg Rm #301

ADJOURNMENT at 12:05 p.m.

Denise Bowen, Chair

Anna Weskerna, Secretary

Approved by Campus Planning Council: October 24, 2007

Approved by Faculty Senate: October 29, 2007