

CAMPUS PLANNING COUNCIL

January 23, 2008 11:00 a.m.

Faculty Senate Conference Rm, Rendezvous Bldg

Council Members

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

I. Preliminaries

Meeting called to order by Chair, Denise Bowen. There was a quorum for voting purposes.

A. Approval of November 14 and December 5, 2007 Minutes:

MOTION by Maher Wissa to approve both minutes as written. Seconded by Dennis Toney. No discussion. Motion carried.

B. Faculty Senate Approvals: No Faculty Senate action required as minutes from the past two meetings have not been submitted for approval as yet.

C. Clarification and Discussion of Task Force Charge: Denise Bowen provided clarification of the Council and task force charges from the President. Discussion ensued of the ISU strategic plan template and annual report. Denise Bowen stated the annual report needs to be in a format that fits with the President's format and into the overall university umbrella of objectives.

Maher Wissa referred to a checklist draft he had prepared for the task forces to use, and suggested each task force do a summary of their activities, with a full report in the back of the annual report. Denise Bowen asked the task forces to submit their reports to the CPC Executive Committee, who will format them for the annual report. The annual report would include what has been accomplished in the past and what major projects are projected in a five year short-range plan and a ten year long-range plan. She commented the report should include a note that funding is becoming harder and harder to achieve. Funding sources include the Permanent Building Fund Council, the Division of Public Works, donor monies, and student fees.

Denise Bowen stated the annual report is due by the May 2008 meeting; therefore, a draft of the report for CPC approval will need to be presented to the Council at the April 9 meeting. Items that are not completed by then will need to be shown as on-going.

Denise Bowen will combine the proposed checklist and ISU's strategic plan template into a reporting form for all task forces to use for the annual reports, and will present a draft of the form for review at the next meeting.

II. Activity Reports:

A. Reports from Standing Committee and Task Force Chairs:

1. Energy Committee Duplication as Standing Committee and as Task Force: Clarification by Denise Bowen on the energy standing committee and the energy task force. For this year the Standing Committee will serve as both and the task force is assigned one task. Once the task is complete, the task force can be dissolved but the standing committee will continue.

MOTION by Tony Martin to accept the University Energy Committee as a standing committee to focus on sustainability and the task force to focus on energy, core facilities and operations. Seconded by Maher Wissa. Discussion. Motion was tabled for further discussion at the next meeting.

The Energy task force report was omitted in error from the December 5, 2007 minutes. Minutes need to include: Report by Cathy Kriloff on Energy task force meeting. They are focusing mainly on three issues: 1) developing sustainability standards, 2) visibility study of other energy resources for campus; and 3) building awareness of energy conservation.

MOTION by Kevin Helgeson to change the chair of the Support Facilities and Auxiliary Space task force from Bill Stanton to Lowell Richards. Seconded by Maher Wissa. Motion carried.

Chair Denise Bowen asked ASISU President Jennifer Brown for a report at the next meeting on student activities.

2. Formalized Paper-trail Tracking of Council Activities: Please send standing committee and task force meeting minutes to Secretary Anna Weskerna for distribution.

B. Capital Project Requests FY 10: Scott Campbell reported on the FY 10 Capital Project Request (copy was provided by email to the members by Darrell Buffaloe). The State identified four areas of priority, in which Darrell has placed the requests submitted. The list must be finalized in May 2008. There is at least \$30 million in requests, but the State generally funds only about \$1.5 million. President Vailas has final say on the prioritization. Scott Campbell suggested using a rubric for prioritizing the list. Rubrics use a rating scale with very specific criteria.

MOTION by Maher Wissa to create a task force to prepare a rubric for prioritizing the request list with Scott Campbell as chair. Seconded by Scott Campbell. No discussion. Motion carried.

Members of the task force include Barbara Adamcik, Kevin Helgeson, Lowell Richards, and Maher Wissa. Scott Campbell stated he would provide the Council with the information and a plan to put into use at the next meeting. Should any Council member have questions regarding the project requests, contact Darrell Buffaloe or Scott Campbell for clarification.

III. Old Business:

A. Frequency of Campus Planning Council Meetings: Due to deadline of the annual report and list of agenda items, the Council agreed to schedule CPC meetings every three weeks for the spring semester. The meetings are scheduled for: **February 13, March 5, March 19 (due to spring break week), April 9 and April 30.** A May meeting will be scheduled if needed. Tony Martin suggested limiting each agenda item to a ten minute discussion to allow for more agenda items to be addressed.

IV. New Business:

A. Relationship of Campus Planning Annual Report to ISU Strategic Plan: (See discussion in Item I.C.)

V. Next meeting: Wednesday, February 13, 2008, 11:00 a.m. Faculty Senate Conference Room, Rendezvous Bldg Rm #301

ADJOURNMENT at 12:02 p.m.

Denise Bowen, Chair

Anna Weskerna, Secretary

Approved by CPC: February 13, 2008
Accepted by Faculty Senate: March 3, 2008