

CAMPUS PLANNING COUNCIL

April 30, 2008 11:00 a.m.

Faculty Senate Conference Rm, Rendezvous Bldg

Council Members

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

I. Preliminaries

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

A. Approval of April 9, 2008 Minutes:

MOTION by Tony Martin to approve minutes as written. Seconded by Kevin Cleveland. No discussion. Motion carried.

B. Faculty Senate Approvals: Faculty Senate approved the “Sustainable Energy & Environmental Policy.” Denise Bowen commented she and John Masserini, chair of Faculty Senate, will prepare a mapping form, and she will prepare a short report of the Campus Planning Council activities for Faculty Senate.

II. Activity Reports:

A. Reports from Standing Committee and Task Force Chairs:

1. Campus Beautification: The final report on Campus Beautification was submitted by Scott Campbell at the last meeting and held for approval at this meeting to give members time to review the report. No discussion. Denise Bowen commented it was an excellent report.

MOTION by Lowell Richards to approve the report. Seconded by Matt Sanger. Motion carried.

2. Sustainability Task Force: Chair Tony Martin reviewed the minutes of their April 7, 2008, meeting. Maher Wissa briefly discussed the Sustainability Day events to take place during Earth Week.

MOTION by Darrell Buffaloe to approve Sustainability minutes as submitted. Seconded by Maher Wissa. Motion carried.

3. Historic Preservation: Chair Kevin Cleveland reviewed the task force’s final report. He noted their most critical immediate need and short-term goal is to start a cataloging procedure of historical artifacts and buildings on campus, and the identification and establishment of a centralized storage location for the artifacts. Darrell Buffaloe commented the President’s Home and the Administration Building are on the Historic Register. Denise Bowen recommended determining a protocol on the process, such as a records manager. She would like to be on the task force and she has been a member of the Centennial Committee. Dan Ames commented it is great information and suggested an ISU historical website be established. Matt Lewis stated he would like the city and ISU to partner together with the information and the process, and suggested Terri Neu of the Pocatello Historical Preservation Committee be involved on the task force. Barbara Adamcik would like to share the information with the Dean’s Council.

MOTION by Maher Wissa to approved the report as submitted; seconded by Dennis Toney; motion carried.

4. Auxiliary and Support: Chair Lowell Richards reported the task force had a late start on their meetings. They did an inventory of all auxiliary space on campus. The next step is a possible survey on whether the space is adequate.

MOTION by Matt Sanger is approve the report. Seconded by Darrell Buffaloe. Motion carried.

5. Research Infrastructure: Chair Alba Perez reviewed their task force annual report. The task force conducted a survey on the needs for more research space and needs for improvement in existing research spaces. Darrell Buffaloe commented the survey was a very useful exercise in identifying needs and for the users on how to get items they need and processing maintenance requests such as for painting. Discussion of the report. Denise Bowen asked Barbara Adamcik to share the survey information with the Dean's Council. Discussion of spaces vacated with the addition of the Rendezvous Building that could be made into research labs. Darrell Buffaloe commented renovations of the vacated areas are still being reviewed. Rene Rodriguez identified an area of concern for new faculty members who do not have any research space. It was suggested to change "should" to "must" on Item 4.1.B – Avoid that this situation happen again -- Newly hired faculty who are expected to have research output must be given a research space."

MOTION by Maher Wissa to approve report submitted with recommended word change. Seconded by Dan Ames. Motion carried.

6. Academic: Review by Denise Bowen of the Instructional Space Strategic Plan & Annual Report. She noted the task force has been working with the Council on Teaching and Learning to access ISU's instructional facilities. Their most critical immediate needs and short-term goals are to address safety and technological problems in instructional facilities and expand distance learning capabilities at ISU. The task force recommends a sign or a formalized system be provided in each classroom regarding safety issues and who to contact for repairs. The lack of technology is also a concern as a lot of the equipment is outdated or unavailable. The task force recommends all classrooms have a specific list of needed equipment. Denise Bowen noted they sent a request to Greg Horton, facilities manager in Idaho Falls, and to Bessie Katsilometes, manager of the Boise programs, to respond to any issues they have, which will be included in the annual report. The Council on Teaching and Learning will be forwarding their list of issues to the task force. Barbara Adamcik asked that their report be forwarded to her. Denise Bowen stated the final report is to be approved by Teaching and Learning tomorrow and then will forward the report. Darrell Buffaloe asked that any safety issues be forwarded to him.

MOTION by Darrell Buffaloe to approve report as submitted. Seconded by Maher Wissa. Motion carried.

B. Preparation and Approval of Annual Report: After some discussion the Council agreed to have Denise Bowen send a draft of the annual report to the Council members for review, with a final approval of the report in the fall meeting. Matt Sanger commented it would be good to have new Council members review the report in the fall.

III. Old Business:

A. Bylaws Revision – Standing Committees: Discussion of bylaw changes recommended from the previous meeting. Maher Wissa suggested removing membership #23, Bannock County Planning and Development, under Chapter Two, Item A, as he feels the position does not need to be involved in the Planning Council. Denise Bowen commented the Library would like to be included in the membership.

MOTION by Maher Wissa to adopt the bylaws with recommended changes from the previous meeting, and that any other changes be discussed in the fall. Seconded by Darrell Buffaloe. Motion carried.

B. Ranking of Permanent Building Fund Projects: Darrell Buffaloe provided a copy of the FY 10 Capital Maintenance and Repair project requests. He noted the University will receive just over \$2 million in funding this year, and the list total is over \$10 million. He commented he has noted with an “X” in the priority column those projects he feels are most important. A finalized list will be sent to the Dean’s Council for approval. Contact Darrell Buffaloe if you would like to discuss any of the items. Denise Bowen suggested a standing committee be established in the fall to work on a system of rating the project requests.

MOTION by Maher Wissa to accept the priorities as listed. Seconded by Tony Martin. Motion carried.

IV. New Business:

A. Election of Officers: The Council agreed to elect a vice-chair at the first fall meeting.

MOTION by Denise Bowen for the nomination of Dan Ames as chair of the Council for 2008-09. Seconded by Steve Chatterton. Motion carried.

V. Next meeting: Fall 2008 Faculty Senate Conference Room -- Time/date to be determined.

Certificates of appreciation were presented to those members whose terms were up and those who have made outstanding contributions to the Council. Denise Bowen provided cake and Tony Martin provided t-shirts signed by Council members in honor of Darrell Buffaloe, Scott Campbell and Maher Wissa who are leaving the University.

ADJOURNMENT at 12:05 p.m.

Denise Bowen, Chair

Anna Weskerna, Secretary

Approved by CPC: September 3, 2008

Accepted by Faculty Senate: September 15, 2008