Facilities Subcommittee of the Institutional Effectiveness & Assessment Council

Meeting Minutes

<table>
<thead>
<tr>
<th>Subject</th>
<th>IEAC Facilities Subcommittee</th>
<th>Date</th>
<th>March 8, 2018</th>
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</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Cheryl Hanson, Facilities Assoc. VP</td>
<td>Time: Start</td>
<td>11:00 am</td>
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<tr>
<td>Location</td>
<td>President’s Large Conference Room</td>
<td>Time: End</td>
<td>12:00 pm</td>
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Members Attending: Cheryl Hanson, Jason Adams, Mark Norviel, Lowell Richards, Nancy Devine, Karina Rorris, Brian Hickenlooper, Dave Rodgers, Patty Marincic (Meridian)

<table>
<thead>
<tr>
<th>#</th>
<th>Item(s)</th>
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<tbody>
<tr>
<td>1</td>
<td>Approval of previous minutes (February 22, 2018)</td>
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<tr>
<td></td>
<td>Changes were discussed and will be applied. Minutes are approved after changes.</td>
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<tr>
<td>2</td>
<td>FY 2019 Project Submissions</td>
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<tr>
<td></td>
<td>Cheryl Hanson</td>
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<td>The committee will continue going through the projects and rubric scores.</td>
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<td>3</td>
<td>PSR 18-035 Emergency Notification System</td>
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- This project will be for a major assessment of the Emergency Notification System for all Idaho State University campuses.  
  - The last study was completed in 1990.
- In Meridian this has been an issue for three years.
- In order for the RAVE system to work, the cell phone that the system is communicating with needs to have cell service. In the Meridian building the cell service does not work in the building, or has extreme difficulty. This means that people are not going to get notification.  
  - This is also an issue in some of our Pocatello buildings. For example, the Rendezvous and College of Business building.
- The DAS in Meridian is funded and a PO has been issued with a required completion date of July 1, 2018.
- NetCom is working on finding a solution to the cell phone service issues in Pocatello ISU buildings.  
  - This will amplify the signal strength and allow cell phones to work. This will allow people to send and receive phone calls and texts. They will also be able to use the data on their phones.
- NetCom is working on an estimate to correct the connections issues in the campus buildings and have determined that it will cost millions of dollars to do all of the building. A study was specifically done in Rendezvous and it will cost approximately $400,000.
- We are never going to find a perfect system. If everyone is getting messages at the same time from the RAVE system there may be an over subscription.
- What we may be able to do is find a couple systems that would work well together. They individually might not have everything we want or need, but between the two of them they have enough.
- A task force is going to be created. The task force will include Disability Services, NetCom, Facilities Services, and some other entities. They will start some initial research.
- Meridian will definitely remain the priority.
- Is the Meridian build out taking into account the connectivity issues and compliant issues?
The scope of the buildout has not included considerations for the connectivity issues. Facilities will work on including additions to the scope that will help with connectivity so it will not have to be done in the future.

- The true DAS is an actual contractual agreement with the cell phone carriers, which is very expensive. It would be about 3 times more than the booster system.
- This project will help us to get a professional analysis, which will ensure that we will make the best decision for the University.
- Should we change criteria 3 to show that DPW will be funding the project?
  - Criteria 3 indicates that we already have the funding. We have not secured DPW funding for this project yet, so it will remain at 0.
- The rubric score was approved as is at 53
- Additional information given by e-mail by Mark Norvie: Much of the discussion we had on this subject was referencing what is being done in Meridian. The decision has already been made to do a "booster" type of DAS that takes the existing cellular signals from the exterior of the building with "donner antennas" and re-broadcasts it within the building. It is a test case but we have every expectation it will work. The bigger issues is, is it the right solution for a broader deployment on main campus.

| PSR 17-136 | Facilities Services will go and look at the carpet to assess the condition of the carpet. They will determine if it is a safety hazard, or if it is just outdated.  
  - Once analyzed more information will be given to the committee. |
| PSR 18-018 | The rubric score was approved as is at 44 |
| PSR 17-165 | The question was asked how it supported the strategic plan.  
  - One of the strategic plan goals is to grow enrollment. If the Cosmetology was remodeled, it may attract more students to the program and the University.  
  - The rubric score was approved as is at 41 |
| PSR 17-144 | The rubric score was approved as is at 39 |
| PSR 17-117 | On the spreadsheet it says the shop addition will be 2500 sq. feet, but in the IEAC package it says 3000 sq. feet.  
  - The IEAC package is correct. It will be 3000 square feet. The change will be made on the spreadsheet.  
  - The indirectly support answers were downgraded from ones to zeros. In our last meeting we discussed that we have to be consistent on scoring project that we believe indirectly influence other areas of the University. For this project the committee agreed to leave them at zero.  
  - The rubric score was approved as is at 38 |
| PSR 17-155 | The rubric score was approved as is at 37 |
| PSR 16-197 | The rubric score was discussed and approved last year. The rubric score was approved at 68. |
| PSR 18-024 | The rubric score was approved as is at 59 |
| PSR 18-026 | Could ISU just replace the lighting and keep the existing ceiling tiles?  
  - Facilities Services will look into this option. It has been reported that there are definitely some areas of ceiling tiles that are not aesthetically pleasing and will need to be replaced.  
  - The description of the current system indicates that some of the T12 light bulbs are no longer available. Could this qualify as a score of 2 instead of 1 on criteria 12?  
  - The committee agreed to score criteria 12 as a 2, which will add an additional 2 points to the rubric score.  
  - The rubric score was approved at 34 |
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<th>#</th>
<th>PSR</th>
<th>Notes</th>
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<tbody>
<tr>
<td>13</td>
<td>PSR 17-018</td>
<td>The rubric score was discussed and approved last year. The rubric score was approved at 100.</td>
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| 14 | PSR 18-020 | Is this building going to be vacated with programs moving to the Eames complex?  
  o CoT Nursing will not be moving to the Eames complex. It will most likely remain where it is in Vocational Arts.  
  o The current lift system is completely unacceptable. It is very difficult to use, and when it is used it does not work properly.  
  The rubric score was approved as is at 68 |
| 15 | PSR 16-136 | What does “mom friendly” mean?  
  o Mom friendly means that if a student came on a campus tour with their mom, the mom would be comfortable sending their kid there based on what they see.  
  o It has a lot to do with recruitment.  
  The project will include a building addition.  
  The rubric score was approved as is at 107 |
| 16 | PSR 17-065 | Criteria 1 should be scored at a 2 instead of a 1. Multiple VPs are supporting this project. This will add an additional 5 points.  
  Criteria 2 should be scored at a 1 instead of a 3. This project cannot be implemented in 90 days. This will reduce the score by 10 points.  
  Criteria 6 should be scored at a 2 instead of a 3. A three rating is not an option for this criteria. This will reduce the score by 4 points.  
  In the 1st phase, which is what this request is for, we are only asking for approximately 3 million dollars, but on the spreadsheet 44 million is requested. The 44 million estimate is for the project as a whole. In the initial cost estimate for other projects we have broken out the request into the phases. We need to be consistent and only put the amount we are requesting for the individual phases. We will change the 44 million to the 3 million cost estimate.  
  The rubric score was approved at 88 |
| 17 | PSR 17-153 | The rubric score was approved as is at 95 |
| 18 | PSR 17-126 | Criteria 7 should be scored at a 2 instead of a 3. This will reduce the score by 1.  
  The rubric score was approved at 81 |
| 19 | DPW 17-234 | The department on the spreadsheet needs to be changed to COSE.  
  The rubric score was approved as is at 75 |
| 20 | PSR 17-164 | The rubric score was approved as is at 70 |
| 21 | PSR 17-014 | Criteria 7 should be scored at 2 instead of a 1. This could have an influence on research (scholarly activity). This would add 3 points to the rubric score.  
  Criteria 5 should be scored at a 3 instead of a 0. Many K-12 students use this facility and it is an introduction to the ISU campus. This impacts future ISU enrollment. This would add 12 points to the rubric score.  
  Cheryl would like to combine this project with the Arts & Letter move, but money is the big issue. We have investigated donor possibilities, but it did not work.  
  The rubric score was approved at 81 |
| 22 | PSR 16-202 | The University is still working on getting the program.  
  The rubric score was approved as is at 35 |

Additional Discussion

- We will cancel our meeting on March 22nd, and meet next week on March 15th instead. Lindsey will be sending out a calendar invite.
- Next meeting we will discuss the 7 year capital outlay.
- Facilities Services will be working on getting our prioritized list ready to submit.

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<tr>
<td>1.</td>
<td>IEAC Packages on Box</td>
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<td>2.</td>
<td>Project Submission Spreadsheet</td>
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Next Meetings:
March 8, 2018
March 22, 2018