Minutes

Present: Kelsey Bryant, Scott Coker, Ray Diez (Recorder), Jeff Laurent (Chair/Recorder), Brian Stone, Bill Thompson

1. Introductions
   Because some members were not able to attend October’s meeting, introductions were made once again.

2. October Minutes
   The minutes for the October meeting were reviewed. It was suggested that item #5 re: building signs be expanded.

   The minutes were tentatively approved. The Chair will circulate an amended item #5 to committee members via email for approval. After input is obtained re: the amended minutes, they will be provided to Annette Hamm so that the October minutes may be posted to the CCPU section of the Faculty Senate webpage.

3. Old Business
   • Texting While Driving on Campus
     The draft memo to the Faculty Senate summarizing the discussion held by CCPU with recommendations was reviewed. The committee felt the memo was ready to be sent to the Faculty Senate.

   • Intentional Spaces
     Now that Andrea Henderson (Office of Equal Opportunity and Access) indicated that the lactation spaces could be multi-purpose spaces, the committee began discussing one might go about accessing those spaces. Information from the WIU webpage regarding lactation rooms was reviewed. In addition to the map indicating locations, the Request for Lactation Room Access was discussed. It was suggested that modifications might be made to the existing access form. The Chair will arrange a meeting with Andrea to determine the best way to proceed.

   • Building Signs
     Reviewing the October minutes led to further discussion of building signs. Ideally, there would be signs on the high traffic sides of buildings (normally the exterior/“street” side and interior/“quad” side). There also was a discussion of what should be on signs. Currently, the name of buildings is all that is provided. There is no indication of what is in the building (e.g., departments, college offices, etc.). Scott indicated that current signs are nearing the endpoint of projected longevity. He
indicated that the cost was approximately $60,000 to upgrade signs the last time that was done. Scott also shared that there is no set policy for signage on campus.

4. Reports
• Landscaping
  The Chair has been in contact with the Steve Rock, Chair of the Faculty Senate, and Annette Hamm, Office Manager for the Faculty Senate. Removal of the requirement for a landscape liaison to CCPU would require a bylaws amendment that would need to be approved by the Faculty Senate. Steve has asked CCPU for suggestions re: who might serve in the role of liaison. The committee suggested Paul Blome, a member of the Tree Advisory Board. Paul’s name will be forwarded to Steve.

• Facilities Management
  Scott provided an update on a number of projects on campus. The renovations to the University Union are progressing on schedule. The target for completion of Phase I is next summer. Scott offered to take the committee on a tour of the renovations at the December meeting.

  The Grand Entry is progressing a little more slowly than hoped. The target for the ribbon cutting is the December meeting of the Board of Trustees; landscaping will be completed in the spring. Although committee member Paul Schlag could not attend the meeting, he did send an email concerning the cost of the Grand Entry based on conversations with students, faculty, staff and community members. Scott shared that the Grand Entry was one of President Thomas’s initiatives to provide a sense of place/identity. The Grand Entry also is a marketing tool.

  Scott noted that Facilities Management is in the process of developing a master plan with a target date in mid-December. In a related matter, the Master Plan Implementation Team (MPIT) is being reconstituted to address aspects of the recently complete Master Plan. The first meeting of the MPIT will be November 19. The Chair will represent CCPU.