Council on Campus Planning and Usage
Minutes
February 1, 2013

Present: Scott Coker (Facilities Management Liaison), Dana Lindemann (Chair), Jeff Laurent (Recorder), David Rohall, Paul Schlag
Guest: Troy Rhoads (Facilities Management)

Agenda Items

1. Introduction of the Student Representative
   Bianca Brooks has been appointed as student representative to the Committee; however, she has not attended the two meetings since her appointment. The Chair will contact Bianca to determine whether she will be joining the Committee. If not, the Chair will contact Annette Hamm about a replacement.

2. Approval of December Minutes
   The minutes of the December meeting were distributed and reviewed. Rohall moved and Laurent seconded that the minutes be approved as submitted. The December minutes were approved (none opposed; no abstentions).

3. Updates on Old and In-Progress Business
   Morgan Hall Petition
   Coker discussed this situation at a Faculty Senate meeting in November. It was suggested that it be brought back to CCPU. The Committee continued to discuss the specific situation in Morgan last spring. Rhoads and Coker noted that issues exist with respect to the type and age of the cooling system in Morgan and other buildings of the same vintage on campus. For example, cooling towers are located on the roofs of several buildings leaving them exposed to the elements. The water in the cooling towers, the number of pipes delivering/returning water, and start-up procedures with limited staff (7 engineers for approximately 50 buildings and 35 chillers) become an issue, especially when there are large temperature swings. The philosophy of Facilities Management is to protect the equipment in older buildings because of the difficulty in obtaining replacement parts.

   It seems that the Faculty Senate is asking the Committee to obtain information about the policies and procedures at other institutions when it comes to regulating building temperatures. Although each campus is unique in terms of type and age of equipment, Facilities Management is collecting this information.

   Coker recognizes issues re: communication between Facilities Management and Building Representatives. Facilities Management is considering different ideas for improving communication. It seems that the frustration in Morgan Hall last spring could have been addressed with better communication. Although issues with aging infrastructure and
deferred maintenance are likely to continue for the foreseeable future, developing more effective communication strategies may make situations a little less frustrating. Facilities Management is developing a listserv for every Building Representative to facilitate communication. In addition, instead of having department chairs serve as building representatives (which is common now), Facilities Management staff are hoping to have other personnel, such as administrative support staff, fill these positions as they tend to be consistently, directly accessible throughout the business day and are often who call in for assistance when needed.

The Chair will update the Faculty Senate regarding our discussion. Coker will provide a revised memo, intended to go out to all faculty and staff, to CCPU for feedback explaining the policy for starting the chillers. The Committee will further discuss the topic of identifying Building Representatives and their roles at a future meeting.

Intentional/Private Spaces on Campus
The Faculty Senate has asked the Committee to revisit this topic. It appears they would like the Committee to identify buildings that already have rooms/space available and methods of publicizing these spaces. Discussion included whether lactation spaces can/cannot be considered intentional/private spaces. Facilities Management will be conducting a room inventory sometime in the future. This would seem to be the time to work with Building Representatives to identify intentional/private spaces in each building, if available. These types of spaces may need to be considered as part of the building design process for new/renovated buildings.

The Committee talked about whether the Office of Equal Opportunity and Access should be included in the discussion. The Chair will contact Andrea Henderson regarding this.

Texting while Driving on Campus
The Chair will call the Office of Public Safety to invite a representative (e.g., Tom Clark/Scott Harris) to a future meeting to obtain their insight re: this topic.

4. Facilities Management Update
Coker updated the Committee on activities.
Facilities Management has developed a blog in an attempt to improve communication across campus: wiufm.blogspot.com.
Facilities Management is considering a series of open forums that would consist of a short PowerPoint presentation followed by a question and answer session.
The removal of the coal stack on the southeast side of campus begins on February 4, weather permitting. The plan is to save some bricks for re-use on campus.
Rocky on Parade, a public art project involving fiberglass bulldog sculptures decorated by area artists, is being rolled out.
The Master Plan was approved at the December meeting of the Board of Trustees.
The Union renovation project is out for bid. The plan is to start work in May after the
semester ends.
Coker is meeting with Deans to talk about renovations to buildings in order to plan/prioritize projects.

5. Landscaping Update
The Arbor Day Foundation has designated WIU as a Tree Campus USA.

6. Reminders
The Chair will be on maternity leave beginning mid-March. Laurent will fill the role of Acting Chair in her absence.

Future meetings
Friday, March 1st at 2:30 pm in the DuSable Room
Friday, April 5th at 2:30 pm in the Chicago Room
Friday, May 3rd at 2:30 pm in the Chicago Room