

## **Facilities Advisory Committee (OFSAC) Meeting Notes – September 22, 2011**

**Members Present:** Larry Baker, Chair, Kevin Barre, Elizabeth Bird, Heidi Gagnon, Joe Seymour, Richard Smith, Melanie Stocks, Sandy Sward

**Members Absent:** Rick Hixson, Tom Morrison, Tim Minton, Kevin Thane

**Others Present:** Jeff Butler

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1. Joe Seymour, Chemical & Biological Engineering, and Tim Minton, Chemistry & Biochemistry joined the Committee as faculty representatives.
  2. **Approval of Minutes – 7/19/11 & 8/25/11**  
Stocks moved to approve Meeting Notes from meetings held on July 19, 2011, and August 25, 2011. Bird Seconded the Motion and it was unanimously approved with no corrections or additions.
  3. **Facilities Draft Biennium Outline**  
Butler led the discussion regarding the draft of the proposed Facilities Biennium Report. The goal of the report is to address:
    - Who we are;
    - What we do;
    - What we've accomplished.
    - Quick Facts (Will address facts about MSU that not many people know) e.g.:
      - MSU just overtook Kalispell as the 7<sup>th</sup> largest city in the state;
      - MSU owns all of its utilities and square footage;
      - There are almost 28 miles of sidewalks on the MSU campus (helpful when discussing snow removal questions).
    - Accomplishments & Challenges – Members would like to see more detail and a link to the larger list of accomplishments. Items under this section might include:
      - June 2010 hailstorm (over 2400 windows were replaced before the start of school);
      - Pine Bark Beetle;
      - Campus watering system (reservoir);
      - Energy projects (e.g. lighting retrofits);
      - New buildings.
    - Performance Matrices
      - KPI's (key performance indicators) – include how many calls Work Control receives every day.

- Sustainability – Committee members suggested including information about how the electric truck came to be, and is now used by the Recycling Committee.
- Financials – Butler will include information from the Leadership MSU presentation as well as fund balances and links to their use.
- Employees – Members thought it would be interesting to see areas of personnel responsibility (tied to an organization chart) including staff pictures where possible.

The Chair reiterated the importance of this project, not only for the information of the campus community but for a broader audience as well. Butler will provide a first draft of the “Accomplishments & Challenges” section at the next meeting.

#### **4. Faculty Perspectives on Facilities Services**

Seymour reported that as the faculty representative, there are Facilities issues that he would like to see addressed. Items of concern include:

- From a research perspective, work is not being accomplished to acceptable standards;
- Communication is lacking;
- Estimates for work have not been accurate in terms of numbers or time;
- There is not opportunity for input into project prioritization process.

Seymour advised that the process to address these issues is starting with the Committee, but will also be addressed along other paths. Members questioned whether any of these specific issues had been brought to Facilities previously. Seymour declined to provide specific information regarding the complaints to the Committee, rather indicating it is a global issue resulting from an institutionalized unprofessionalism that starts with the leadership of Facilities and was allowed by former VP Admin and Finance Craig Roloff and his well documented anti faculty attitude. Seymour agreed however meet with Baker and Butler to discuss items that should be brought before the committee for recommendation. Members felt that there may be broader issues to address rather than specific incidents which have occurred in the past. Members will be kept apprised of the status of these discussions.

The meeting was adjourned at 12:06 pm.

Respectfully submitted,  
Sharon Morrison  
Facilities Services