

## **Facilities Advisory Committee (OFSAC) Meeting Notes – January 26, 2012**

**Members Present:** Laurie Bachar, Elizabeth Bird, Tom Morrison, Joe Seymour, Tracy Sterling, Melanie Stocks, Sandy Sward, Acting Chair, Kevin Thane

**Members Absent:** Larry Baker, Chair, Kevin Barre, Rick Hixson, Steven Juroszek, Tim Minton

**Others Present:** Jeff Butler

---

1. **Approval of Meeting Notes – 12-08-11**

Bird Moved to approve Meeting Notes of the meeting held on December 8, 2011. Thane Seconded the Motion and the Notes were unanimously approved with no additions or corrections.

2. **Professional Council Comments**

As a part of the Facilities information gathering process, Bird solicited input from the Professional Council. Responses were received from three individuals and those were categorized into positive and negative input. Members discussed negative comments regarding rodents, walk-ability on campus and maintenance in some buildings. Positive comments included compliments for custodial staff and summer grounds maintenance. Although not a Facilities issue, members also discussed concern with pedestrian safety from bicyclists and skateboarders weaving through traffic. Suggestions included establishing lanes/zones on the Mall and discussing sidewalk courtesy during freshman orientation. Limited response from members of Professional Council may indicate that there are not strong concerns from the professional staff.

3. **Facilities Services Benchmarking & Analysis Process**

Prior to the meeting, information regarding the proposed benchmarking process was provided to the Committee. This process would provide two-fold information.

- First, to provide Facilities with comparative information with other institutions across the country of the same size and type.
- Second, as a management tool, to provide Facilities the opportunity to look at different processes and models and question our own processes.

Another avenue for this information is through the Association of Physical Plant Administrators (APPA). Facilities has used the APPA program in the past to look at data, however, their program is self reporting which results in inconsistencies. Although they provide guidelines, there are different ways for institutions to report that information.

Sightlines (the organization being considered), and who also has a good relationship with APPA, scrubs the data so that the comparisons are equal. In addition, Sightlines offers the ability to manage the data for the President's Climate Action Plan. Members questioned whether the value of the information received was worth the cost and how the data would be used once it is received.

Members also expressed concern that the cost, if taken from the Facilities budget, could reduce services to departments on campus. Committee members felt that if the MSU Administration is requesting this information, the cost should be paid for by the Administration. Butler further discussed the cost of the analysis and advised that Auxiliaries is also interested in participating. The Committee did not feel that there was enough information for a recommendation without a cost benefit analysis and tabled the item for further discussion.

4. **Partnering**

Butler presented a “Partnering” program, designed to address issues raised from the public forum listening sessions. As a result of those sessions, Facilities has a list of initiatives to put into place, however this program would be an additional tool to get all issues on the table, understand those issues, and then work together as a group to solve them. The partnering philosophy starts at the top with buy-in at the VP and Provost levels and requires commitment from the stakeholder group representatives. Seymour felt that there was more at question than just communication. The Committee requested seeing a list of the initiatives before moving forward.

The meeting was adjourned at 12:04 pm.

Respectfully submitted,  
Sharon Morrison  
Facilities Services