

MEMORANDUM

TO: University Facilities Planning Board: Susan Agre-Kippenhan - Chair, Walt Banziger, Jim Becker, Blake Bjornson – ASMSU, Kurt Blunck, Ritchie Boyd, Allyson Bristol, Jeff Butler, ASMSU President, Michael Everts, Joseph Fedock, Brad Garnick, Mandy Hansen, Jeff Jacobsen, Bob Lashaway; Tom McCoy; Mary Miles; Jim Rimpau; Craig Roloff; Tom Stump, Jim Thull, Kevin Vilkin, Allen Yarnell; Brenda York

FROM: Victoria Drummond, Associate Planner, Planning, Design & Construction

RE: **February 2, 2010**, meeting of the University Facilities Planning Board

ITEM No. 1 – APPROVAL OF NOTES

Approval of the draft notes from the January 5, 2010.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions.

ITEM No. 3 – CONSENT AGENDA - Temporary Event Signs

ITEM No. 4 – RECOMMENDATION - MSU Film Policy Presenter – Candace Mastel

HORIZON ITEMS

- **External Building Signage Policy**
- **Staging Discussion**
- **Seminar Materials**
- **Master Planning Issues**
- **Revisit and Update Policies**
- **MSU Heritage Properties**
- **HBO5 Amendment for lab Facility**

VCD/da

pc: Waded Cruzado, President
ASMSU President
Jody Barney, Budget and Fiscal Director, Office of Dean and Director
Patricia Chansley, Assistant to the Provost
Cathy Conover, Vice President, Communications & Public Affairs
Lisa Duffey, Assistant to the Dean of Agriculture
Heidi Gagnon, Assistant to the Vice President, Administration & Finance
Diane Heck, Administrative Associate, Provost
Jennifer Joyce, Assistant to the Vice President for Planning and CIO
Linda LaCrone, Assistant to the Vice President for Research, Creativity and Technology
Glenn Lewis, Special Assistant, Vice President, Student Affairs & Dean of Students
Shari McCoy, Assistant to the President
Sheron McIlhattan, Accounting Associate IV, University Business Services
Becky McMillan, Administrative Associate, Auxiliary Services
Kathleen McPherson-Glynn, Assistant to the Dean, Arts and Architecture
Charles Nelson, Registrar and Director of Admissions
Robert Putzke, Director, MSU Police