

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: **March 16, 2010**, meeting of the University Facilities Planning Board

ITEM No. 1 – APPROVAL OF NOTES

Approval of the draft notes from the February 2, 2010.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

A majority of the Executive Committee has voted to uphold the building sign standard and approve the specific exception request for MSU Mail Services.

MSU's existing standard is that each building has an approved building sign. The sign is a bronze-colored metal monument-style sign with a single white-colored face plate that displays the name of the building, also bronze colored. The standard is that only the building's name is displayed on the building sign. An exception has been approved for two building signs to allow a face plate below the building name for special services. The exceptions are: the Huffman Building that announces the Police Department and Emergency Command Post; and the Strand Union that announces the Bookstore.

Facilities Planning recommended granting approval to Mail Services to include their service to the building sign because it meets the basic criteria used to grant the other exceptions, which is that these are general public services and their location needs to be made clear to the campus community members as well as the public who is unfamiliar with the campus. Another consideration is that it is visually more attractive to combine the service sign with the building sign than it is to consider a sign affixed to the building near the entrance.



ITEM No. 3 – CONSENT AGENDA - None

ITEM No. 4 – INFORMATIONAL – “Flowerbeds are not Ashtrays” Earth Week Campaign
Melinda Peirce– MSU Student

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

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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