

MEMORANDUM

TO: University Facilities Planning Board: Joe Fedock - Chair, Walt Banziger - Vice Chair, Jim Becker, Kurt Blunck, Allyson Bristor, Jeff Butler, ASMSU President, Michael Everts, Mandy Hansen, Jeff Jacobsen, Patricia Lane, Terry Leist, Tom McCoy, Martha Potvin, Jim Rimpau, Tom Stump, Jim Thull, Joe Thiel – ASMSU, Allen Yarnell, Brenda York

FROM: Victoria Drummond, Assoc. University Planner, Planning, Design & Construction

RE: **November 22, 2011**, meeting of the University Facilities Planning Board to be held in the **Facilities Meeting Quonset at 3:30 pm**

ITEM No. 1 – APPROVAL OF NOTES

Approval of the draft notes from the November 8, 2011 meeting.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions.

ITEM No. 3 – CONSENT AGENDA -

ITEM No. 4 – RECOMMENDATION – Native American Student Center
Presenter – Robert Lashaway

ITEM No. 5 – RECOMMENDATION – USDA
Presenter – Robert Lashaway

ITEM No. 6 – RECOMMENDATION – Amend Public Art Committee Bylaws and appoint new PAC member
Presenter – Victoria Drummond.

HORIZON ITEMS

- External Building Signage Policy
- Staging Discussion
- Seminar Materials
- Master Planning Issues
- Revisit and Update Policies
- HBO5 Amendment for lab Facility
- Smoking Problems

VCD/da

PC:

President Cruzado

ASMSU President

Bonnie Ashley, Registrar

Jody Barney, College of Agriculture

Pat Chansley, Provost Office

Julie Kipfer, Communications

Victoria Drummond, Facilities PDC

Lisa Duffey, College of Agriculture

Heidi Gagnon, VP Admin & Finance

Diane Heck, Provost Office

Jennifer Joyce, Planning & CIO Office

Linda LaCrone, VP Research Office

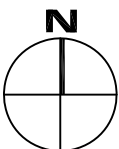
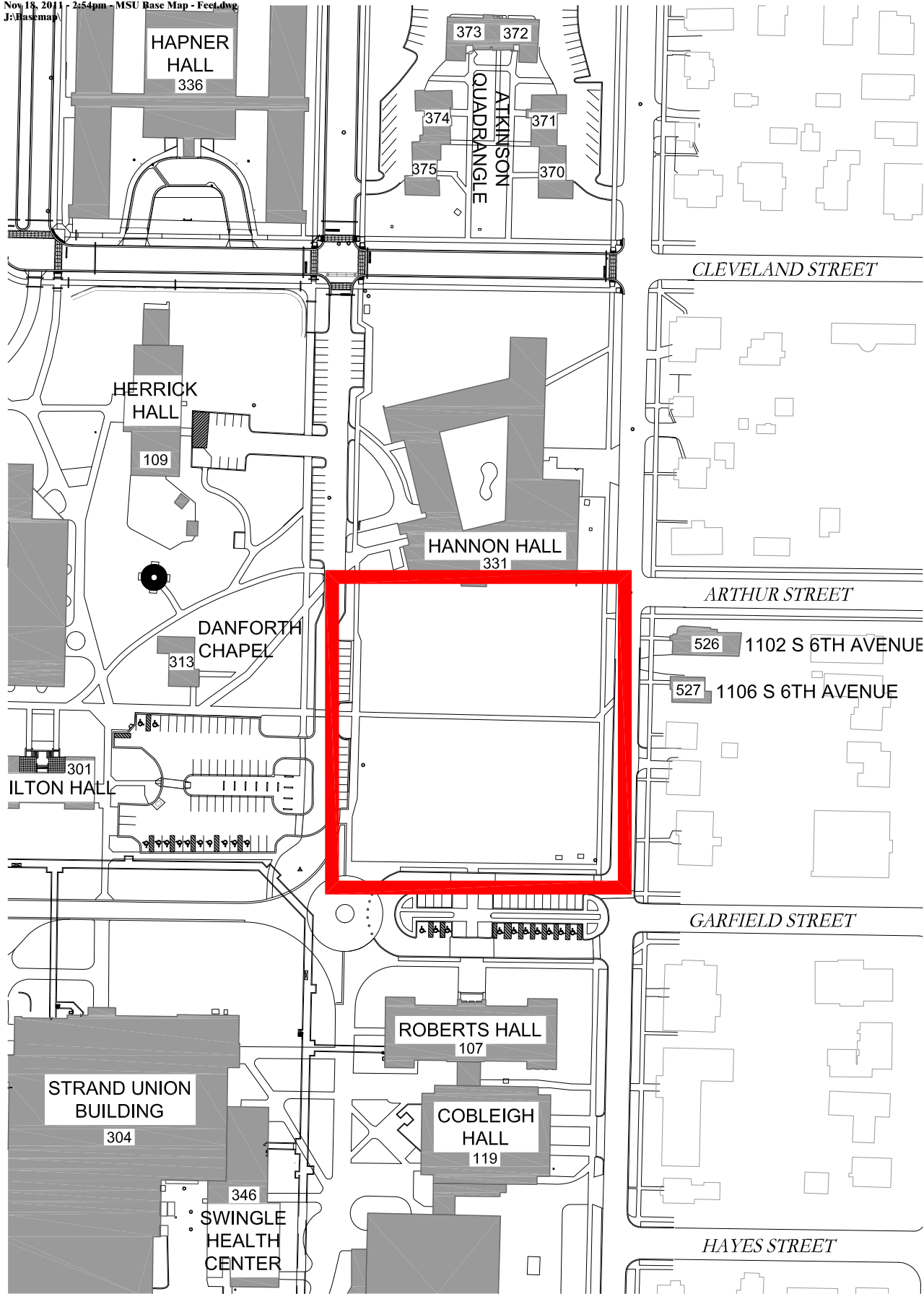
Shari McCoy, Presidents Office

Becky McMillan, Auxiliary Services

Robert Putzke, MSU Police

JoDee Palin, Arts & Architecture

ITEM # 4		Native American Student Center					
PRESENTERS:							
Bob Lashaway							
PROJECT PHASE:	PLANNING	X	SCHEMATIC		DESIGN DOCUMENTS		CONSTRUCTION DOCUMENTS
VICINITY MAP:							
A site map will be provided at the UFPB meeting for reference.							
STAFF COMMENTS:							
<p>In 2005, the UFPB reviewed site options and unanimously recommended that the president approve the site located between Hannon Hall, 6th Ave, 7th Ave and the Roberts parking lot, for the Native American Student Center. The recommendation included the stipulation that, in the case that funding for the construction is not reasonably forthcoming, the approval of the site should be limited to five (5) years from the date of approval (subsequently, July, 2005). The approval also included the following recommendations:</p> <ul style="list-style-type: none"> • Respect/maximize the quality of open space on the site close to Hannon Hall • Address the importance of how this building and the entrances relate to the campus with significant entrances from the West or South (i.e. do not turn the building's back to the campus) • Be aware of and respect Roberts Hall as a formal façade/mass/prominence, as it forms the south edge of the east end of Centennial Mall • Strive for campus/intercultural inclusivity <p>While the project was not successfully funded in the intervening five (5) years, President Cruzado is beginning an effort to revive interest in the project and will be actively pursuing potential funding over the next several years. In order to allow time for these new efforts to succeed, the president would like the UFPB to consider a recommendation to reserve the site for an additional five (5) years.</p>							
COMPLIANCE:						YES	NO
MSU POLICIES						X	
COMMITTEE OR APPROPRIATE REVIEW						X	
MASTER PLAN						X	
BOARD ACTION REQUIRED:							
<p><u>UFPB Recommendation:</u> The UFPB recommends that the NASC site approved in 2005 (the located between Hannon Hall, 6th Ave, 7th Ave and the Roberts parking lot) be reaffirmed and reserved for the NASC for an additional five (5) years including the four stipulations from the original approval noted above.</p>							



Native American Student Center

Scale: None



Native American Student Center

Hannon Hall, 6th Ave., 7th Ave., Roberts Parking

FACILITIES PLANNING,
 DESIGN & CONSTRUCTION

MONTANA STATE UNIVERSITY
 BOZEMAN, MONTANA
 PHONE: 406.994.4131 FAX: 406.994.6572

DRAWN BY: GAG		
REVIEWED BY:		
REV.	DESCRIPTION	DATE

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SHEET V1.1

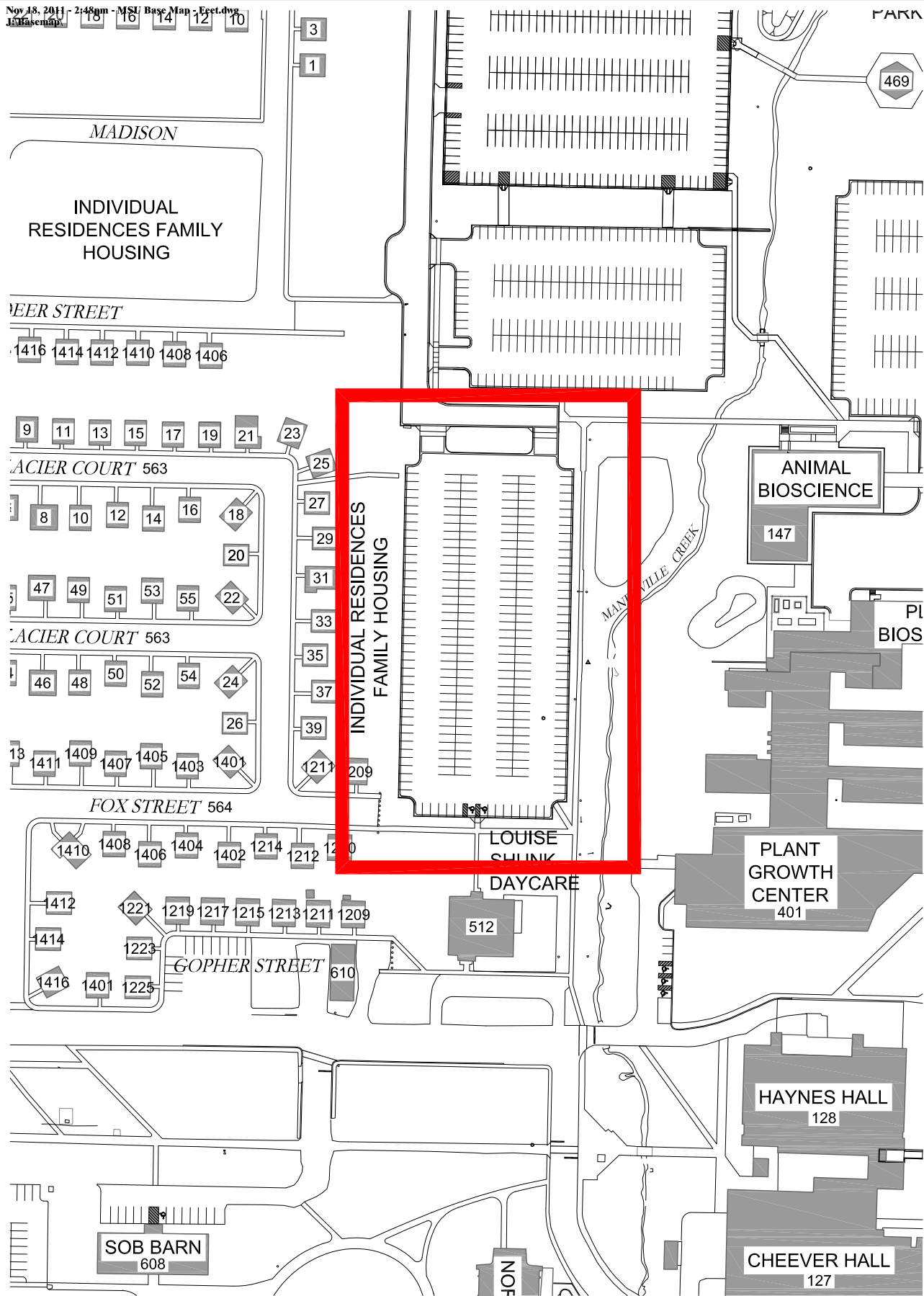
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UNIVERSITY FACILITIES PLANNING BOARD

November 18, 2011

ITEM # 5		USDA-ARS Lease/Building Site					
PRESENTERS:							
Bob Lashaway							
PROJECT PHASE:	PLANNING	X	SCHEMATIC		DESIGN DOCUMENTS		CONSTRUCTION DOCUMENTS
VICINITY MAP:							
A site map will be provided at the UFPB meeting for reference.							
STAFF COMMENTS:							
<p>In 2005, the UFPB reviewed site options and unanimously recommended that the president approve leasing the site west of the new Animal Bioscience Building (in the present South 12th St Lot) to the USDA-ARS for a new ARS Laboratory building. The recommendation included the stipulation that, in the case that funding for the construction is not reasonably forthcoming, the approval of the site should be limited to five (5) years from the date of lease agreement (subsequently, September, 2005). The lease itself is for an initial term of 30 years with the right to renew for an additional 20 years.</p> <p>Congressional funding for construction has been accumulating in various appropriations, but has not risen yet to the full amount needed (~\$22⁺ million). Total funding is expected to reach the amount needed for construction over the next 3-5 years. In order to allow time for potential additional funding to be appropriated, the president would like the UFPB to consider a recommendation to reserve the site for an additional five (5) years.</p> <p>The continued reservation of this site for the USDA-ARS building is consistent with the campus master plan and the site is not currently being considered for other uses. Jeff Jacobsen (Dean of the College of Ag), VP Research McCoy and Facilities Planning support extending the reservation of this site.</p>							
COMPLIANCE:						YES	NO
MSU POLICIES						X	
COMMITTEE OR APPROPRIATE REVIEW						X	
MASTER PLAN						X	
BOARD ACTION REQUIRED:							
<u>UFPB Recommendation:</u>							
The UFPB recommends that the USDA-ARS building site approved in 2005 (in the present South 12 th St Lot) be reaffirmed and reserved for the USDA-ARS building for an additional five (5) years.							



USDA-ARS Lease/Building Site

Scale: None



USDA-ARS Lease/Building Site

South 12th Street Lot

FACILITIES PLANNING,
DESIGN & CONSTRUCTION
MONTANA STATE UNIVERSITY
BOZEMAN, MONTANA
PHONE: 406.994.4131 FAX: 406.994.6572

DRAWN BY: GAG

REVIEWED BY:

REV.	DESCRIPTION	DATE

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V1.1

DATE
11-18-11

ITEM # 6		Amend Public Art Committee Bylaws and appoint new PAC member					
PRESENTERS:							
Victoria Drummond – Associate Planner							
PROJECT PHASE:	PLANNING	X	SCHEMATIC		DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS	
VICINITY MAP:							
N/A							
STAFF COMMENTS:							
<p>On Oct 18, 2011 the Public Art Committee met to review the membership. Following discussion, the PAC unanimously recommends to UFPB that Jeremy Hatch (Assistant Professor in the Art Department) as the replacement for the vacancy created by Art Professor Nelleke Beltjens in her departure from MSU.</p> <p>The PAC reviewed the Bylaws and have the following suggestions for changes (noted in RED):</p> <p>Membership and Quorum: The committee is comprised of members that represent the campus constituency and representation from the greater community. Committee membership minimum is six and maximum desired is ten. Official committee activities requires a simple majority of membership quorum, of 4 of the 9 members including proxies.</p> <p>Campus Constituents: By majority vote, the UFPB appoints voting members from the respective campus organizations and community, to serve a three year term, with no limit on the number of terms. At a minimum the membership would consist of:</p> <ul style="list-style-type: none"> • UFPB members (4) Co Officio (1) • ASMSU (4) Co Officio (1) • Community at large (1) • Arts and Architecture Faculty (1) • Alumni (1) • Facilities Planning/FPDC, Co Officio (1) <p>Committee Co-Chairs Committee has a joint or Co-Chair structure. Co Chairs are Chair is a committee member elected by the PAC to serve a three-year term as chair, with no limit to the number of terms. Co-Chair coordinating meeting management and reports to UFPB with staff support.</p>							
COMPLIANCE:					YES	NO	
MSU POLICIES					X		
COMMITTEE OR APPROPRIATE REVIEW					X		
MASTER PLAN					X		
BOARD ACTION REQUIRED:							
Recommend approval of the PAC member recommendation and changes to the Bylaws as proposed.							

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
November 8, 2011**

Members Present: Joe Fedock – Chair, Walt Banziger - Vice Chair, Kurt Blunck, Jeff Butler, Jeff Jacobsen, Linda LaCrone for Tom McCoy, Patricia Lane, Jim Rimpau, Jim Thull

Members Absent: James Becker, Allyson Bristol, Michael Everts, Mandy Hansen, Terry Leist, Martha Potvin, Tom Stump, Joseph Thiel – ASMSU, Allen Yarnell, Brenda York

Guests: Ritchie Boyd, Debbie Drews, Billy Dubois, Bob Lashaway, Candace Mastel

The University Facilities Planning Board met beginning at 3:30 pm to discuss the following:

ITEM No. 1 – Approval of Meeting Notes

Butler moved to approve the meeting notes from September 27, October 11 and October 25, 2011. Jacobsen seconded the motion. The meeting notes were unanimously approved by the Board.

ITEM No. 2 – Executive Committee Report – No actions to report

ITEM No. 3 – Consent Agenda

ITEM No. 4 – Informational – North Hedges Suites Building 3

The site was selected for a three building complex 15 years ago. Only two suites were completed in 1997 and now the third suite is being designed. The third suite will not be the same as the existing two. Now that students have changed, it will be reprogrammed to give what is needed. It is located on the master plan in blue, northwest of the North Hedges Tower and east of the historical SOB Barn, and will form an important place in the long range campus plan. It will reflect key architectural elements and will complement the SOB Barn and North Hedges Tower, but won't replicate them.

The proposed building is roughly 30,000 sq. ft. and will be three to four stories. The building will hopefully accommodate up to 90 residents (75 to 80 residents is the goal). There is a possibility of having some ancillary uses within the building, such as centralized laundry. More ancillary space would allow the three buildings to have their own services. Currently there is a resident director that serves North Hedges, the two existing suites and students in the family housing area. There is a possibility to put a new resident director department within the new building so that they can serve a more sensible number of residents. It will be a building with no back door and will have four fronts on it. Service areas will be an issue as they go through the site design, but they will most likely be on the eastern side of the building and will also assist in servicing North Hedges. The social green space will also be enhanced.

There is a fixed budget of \$6 million. Construction will commence next summer and will be completed in summer 2013 for move-in of fall 2013. This is a GCCM project, which means the contractor is brought on board at an early stage and is a way to shortcut the design process down so that it can get designed in a rapid period of time. Contractors will be interviewed in the next three weeks and designs will be presented in about two months.

ITEM No. 5 – Informational –Landscape Master Plan

The Landscape Master Plan is being developed as a complementary plan to the LRCDP. It deals with landscaping and site work, and breaks down to a more micro level of planning. Feedback from this first reading will help determine if the Plan accomplishes the three major goals and other goals that are outlined in the document. The first goal is to create a document that would support the continued improvement and appearance of campus. The second is to assist with lining the desires for aesthetics and amenities with the realities of funding, maintenance and real life issues that are dealt with on campus every day. The third is to present in the very end some more bold and conceptual ideas for how focal areas on campus could be redeveloped or enhanced through incremental improvement or a "let's just go for it" kind of improvement if we have the funding.

A lot of accomplishments have already been made towards the big ideas that The Plan presents because they're balanced and good decision making ideas. It also gives guidelines for the future if we decide to change the paradigm for how those things are done and how they are accomplished without a limited budget and by doing simple best management processes. It tries to

take that huge spread of opportunities and address them. It could address maintenance to something big like the redesign of the entire centennial kind of space.

There were a series of public charettes that faculty and staff attended fairly readily as well as a student charette. People inside the university, such as internal staff, maintenance and those in horticulture were also consulted with to help bring up more realistic things for the document that would work in the real world. Mastel will take edits and implement them over the next four weeks, and UFPB will come back for a second reading. It will then be finalized and presented to faculty senate, staff senate and professional counsel for more input in January or February. Then it will be brought back to UFPB with final edits and a final recommendation will be sent to the President in March or April.

ITEM No. 6 – Recommendation – College of Agriculture Donor Signage

This is a recommendation to continue to move forward with the College of Agriculture donor recognition package. This is the second phase of the package. The first phase came to UFPB previously when the donor board, located in the lobby, was installed. The second phase recognizes nine rooms in the building. The package has been developed by the College of Agriculture and has gone to the Commemorative Tributes Committee. They have reviewed it and find the naming appropriate for the University and made their recommendation that it come to UFPB for design concept review and approval. Once UFPB approves it will go to the President for recommendation of finalization and installation.

There are nine plaques that are going to be put up. The locations are finalized, however, the size of the plaques are not. There is a lot text and graphics that might go with the plaques. The largest plaque is expected to be 2' x 3'. The College would like a concept approval from UFPB first, before the sizes are known, and then get proofs made and finalize those. It is up to UFPB so say yes, they can move forward or no, and have the Board see the development of the layout first. Only concepts are in the package provided. The different sizes are due to varying text and descriptions for each donor of what the donor would like to see for describing their contribution. The lettering has to be a certain size and that guides the size of the plaque itself. The goal was to have the plaques the same size, but some of the donors are interested in a lot of text. The plaques are by the door inside the rooms and not in the hallway. So you won't see the varying sizes when walking down the hallway. They are, however, being made of the same material, which is cast metal.

The cost is about \$5,000 for each sign. No state funds are being used. It will all come from private funds collected that was leftover from the project. The plaques will retire under another major renovation or change in function of space. At that point the donor will be contacted.

Lashaway moved to allow continuing to move forward. Jacobsen seconded the Motion and it was unanimously approved with no opposes or abstentions.

ITEM No. 7 – Recommendation – Second Reading of Classroom Design Guidelines

This is the second and final read of the Classroom Design Guidelines. The Guidelines have gone through this Board, the Classroom Committee, and were submitted to Faculty Senate, ASMSU, Professional Council and Staff Senate. There weren't any comments that came back from any of those groups. The document hasn't changed much since the first reading. Some grammatical corrections were made as well as a change in some terminology. The terminology in square footage per space per student was changed to be more reflective of how our current usages are. It was changed to "a square foot per station" rather than "a square foot per seat." The reason it is called a square foot per station, is if you go from a traditional front to back lecture with a tablet arm, you have a seat with a tablet arm, but now when you go into seminar space or into a lecture style with a table and chair type setup, it's more of a station and not a seat in the square footage. That difference is made in the modifications to reflect the greater square footage per station once you start going in those other pedagogies. The document has been tested with the Wilson renovation, the AJMH renovations, and the Roberts Hall renovation. A lot of this document was used to develop those classrooms and a lot of lessons were learned from the Reid Hall Room 108 renovation that helped tweak it. The ADA is covered as well. It would pertain more to renovations than new construction. Renovations would be made accessible where possible. During a renovation we do the best that we can with the space that we have.

Thull moved to approve the recommendation. Blunk seconded the Motion and it was unanimously approved with no opposes or abstentions.

Update with Classroom Committee – Over the last 2 meetings registrar classrooms were being prioritized into a 1, 2, 3 or 4 priority. 1 being a 0-2 year window, 2 being 2-5 years, 3 being 5-10 years, and 4 being over 10 years. For example, Gaines and Reid 108 would be in priority 4; and Linfield 125 and Roberts 101 would be in priority 1. The large classrooms (115

people or more) and medium size classrooms (50-115 people) were categorized and prioritized. During the next meeting in December the small classrooms (49 people and less) will be prioritized. Once complete, we will have a list of what the Classroom Committee thinks the priority for renovating individual classrooms across campus are. Those three levels of classrooms will be brought to this Board to finalize and discuss, and will then send to the President for approval.

As we get money, such as the \$1.5 million year end funds that we have been told we have the next year and the year after for renovating classrooms, the priority 1's will start to be renovated using the Classroom Design Guidelines as our standard. The one question the Board will have is: will there be a draw to one side or another of pedagogy vs. capacity? That is something the Classroom Committee is looking to get some guidance on in terms of when a classroom is picked to be renovated, does the pedagogy teaching styles move more toward the 21st century or are we still going to be focusing on capacity. With a front to back lecture style teaching classroom we maximize the capacity of the room. With the concerns about shortage of classrooms that's what we have been doing. If we want to go into other teaching styles, such as pod design, seminar design and other interactive classroom design, the configuration starts to change. So between 20 and 30 percent of capacity will be lost. That is something the Classroom Committee is struggling with, meaning the direction the university should be thinking of in terms of its future with pedagogy vs. capacity. Once a room is renovated, it's hard to change down the road. It will be like that for the next 15 -30 years before it's renovated again.

This meeting was adjourned at 4:22 p.m.

VCD/ik

PC:

President Cruzado
ASMSU President
Jody Barney, College of Agriculture
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