

MEMORANDUM

TO: University Facilities Planning Board: Royce Smith - Chair, Walt Banziger - Vice Chair, Gregg Aytes, Kurt Blunck, City of Bozeman, Chris Catlett, ASMSU President, Ian Estes, Michael Everts, Chris Fastnow, Keith Hamburg, Terry Leist, Robert Mokwa, Duane Morris, Chris Kearns, Renee Reijo Pera, Faith Rifki, Glen Steinhoff, Tom Stump, Julie Tatarka, Jim Thull, David Kack, Leslie Schmidt, Keith Hamburg and Nicole Redding

FROM: Candace Mastel, Planner; Campus Planning, Design & Construction

RE: **October 03, 2017** 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

Draft notes from September 19, 2017 to be distributed before next meeting.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions

ITEM No. 3 – CONSENT AGENDA **None**

ITEM No. 4 – INFORMATIONAL **Rodeo Barn Update**
Presenter: Bill Walker

ITEM No. 5 – RECOMMENDATION **Swingle Health Center Name Change**
Presenter: Walt Banziger

ITEM No. 6 – DISCUSSION **Space Management Policy**
Presenter: John How

HORIZON ITEMS

- **Interior Public Spaces Signage**
- **Turf Fields Facility Concept**
- **Renne Library Spaces & Technology Renovation**
- **External Building Signage Policy**
- **Master Planning Issues**
- **Revisit and Update Policies**
- **Second Phase of Garage Art**
- **Transportation Master Plan**
- **New Residence Hall Site Proposal**

CM/es

PC:

President Cruzado
Amber Vestal, President's Office
Maggie Hammett, President's Office

Julie Heard, Provost Office
ASMSU President
Lisa Hespen, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance
Jennifer Joyce, VP Student Success
Leslie Schmidt, Asst. VP Research Office
Tony Campeau, Registrar
Robert Putzke, MSU Police
Becky McMillan, Auxiliaries Services

Julie Kipfer, Communications
Jody Barney, College of Agriculture
Susan Fraser, College of Agriculture

Robin Happel, College of Agriculture
Elizabeth Schmidt, College of Business
Candace Mastel, Campus Planning

**MEETING MINUTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
September 19, 2017**

Members Present: Royce Smith – Chair, Walter Banziger – Co-Chair, Kregg Aytes, Ian Estes, Mike Everts, Christina Fastnow, David Kack, Duane Morris, Fatih Rifki, Glen Steinhoff, David Singel, and Tom Stump

Members Absent: Keith Hamburg, Chris Kearns, Terry Leist, Robert Mokwa, Renee Reijo Pera, and Jim Thull.

Staff & Guests: Brad Doll, Randy Stephens, Leon Costello, Dan Davies, and Tracy Ellig

ITEM No. 1 – APPROVAL OF NOTES

Approval of the draft notes from September 5, 2017 meeting.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT **None**

ITEM No. 3 – CONSENT AGENDA **None**

ITEM No. 4 – DISCUSSION – Space Management Policy

John How was presenting at another meeting and notified the group he would present last. How was unable to make the UFPB meeting and the Space Management Policy discussion has been moved to the October 3, 2017 meeting.

ITEM No. 5 – INFORMATIONAL – Athletic Master Plan Rollout Schedule

Brad Doll, Walt Banziger, Leon Costello, Tracy Ellig, and Dan Davies presented the Athletic Master Plan Rollout. The Plan is part of a 25-year master plan for the Athletic department. Its goal is to connect the students, campus, athletes, and community by reorganizing current accommodations and building new facilities.

Costello presented a broad goal of the Athletic Master Plan. They presented a plan of new structures and a possible tunnel/pathway that would connect the campus, community and athletics buildings. The first proposed new facility introduced was the “Indoor Performance Building”. The proposed location would be placed north of the end zone of the Bobcat Stadium. This building would serve as an indoor practice facility for the track team, football team and could be used for recreational use.

Costello emphasized that if the Football Department were relocated from the Fieldhouse to the “Indoor Performance Building”, it would free up office space for other departments to move into. The Academic Advising Offices could potentially move into the space previously occupied by the Football Department offices in the Fieldhouse.

Davies explained that the mission was to ensure a better experience for all students and athletes. The Football program currently has 105 student athletes. If they were centrally located in a new facility it would open space for other athlete programs. The other programs would benefit by having more space to lift weights, have physical therapy, etc.

Glenn Steinhoff questioned what the priority of the project was. Davies explained that it was to open space for all student athletes and to generate revenue.

Royce Smith motioned that the consensus of the committee is that this project is appropriate for the campus development.

The motion was unanimously approved.

The Vote:
Yes: 10
No: 0

ITEM No. 6 –RECOMMENDATION – Swingle Health Center Name Change

Walt Banziger presented the Swingle Health Center name change recommendation. Jim Mitchell, the director of University Health Partners, has suggested that the building name Swingle Health Center should be changed to “Swingle Hall” on the new signage they will be installing.

Fastnow questioned what the definition of “Hall” was when naming a building. Banziger explained that there is no strict definition of what a “Hall” was at MSU. The building names varied across the campus.

Fastnow stated that “Swingle Health Hall” did not fit the name of the building. The committee discussed the differences between “Hall”, “Center” and “Annex.”

Banziger suggested that Jim Mitchell be present at the next meeting to give more background information as to why he would like the name to change to “Swingle Hall.”

Royce Smith moved to table the discussion until the next UFPB meeting on October 3, 2017.

The motion was unanimously approved.

The Vote:

Yes: 10

No: 0

ITEM No. 7 – Recommendation - 1102 S 6th Building Sign

Walt Banziger proposed new signage for 1102 S 6th. The building is currently occupied by University Health Partners. They are requesting a new sign that reads:

“1102 South 6th” on the upper banner; and
“Health Advancement” on the lower banner.

Traditionally, university signs do not have a banner indicating occupants by department or entity. Exceptions to this rule of thumb are: SUB bookstore, Police Station and Gallatin College).

Chris Fastnow suggested there should be a signage standard. Banziger stated that Planning is currently developing a standard design for signs. Banziger explained that some signs require a banner underneath the building name to serve as a wayfinding for students and families to find services in crisis or emergency situations.

Duane Morris stated that he would like to see an example of the sign so he understands what he is approving. Banziger presented a google image of the current sign in front of the Strand Union Building with the banner stating “MSU Bookstore.” It was pointed out that the signs do not use the current logo. Banziger explained that the building signs use the historic logo. He explained that generally the MSU logo changes every eight to ten years and it would be too expensive to modify the signs every time the logo changes and the historic logo was the practical option.

Randy Stephens stated that the banners aided to inform what was included in the building and made campus more accessible.

The motion was unanimously approved.

The Vote:

Yes: 10

No: 0

INFORMATIONAL DISCUSSION – Introduction of New Chair

The members and guests made introductions. Dean Royce Smith welcomed every person. This was Dean Smith’s first time chairing the UFPB meeting. Welcome!

HORIZON ITEMS

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Leslie Schmidt, Asst. VP Research
Office
Tony Campeau, Registrar
Frank Parrish, MSU Police
Becky McMillan, Auxiliaries Services

Julie Kipfer, Communications
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Susan Fraser, College of Agriculture
Robin Happel, College of Agriculture
Elizabeth Schmidt, College of Business
Candace Mastel, Campus Planning



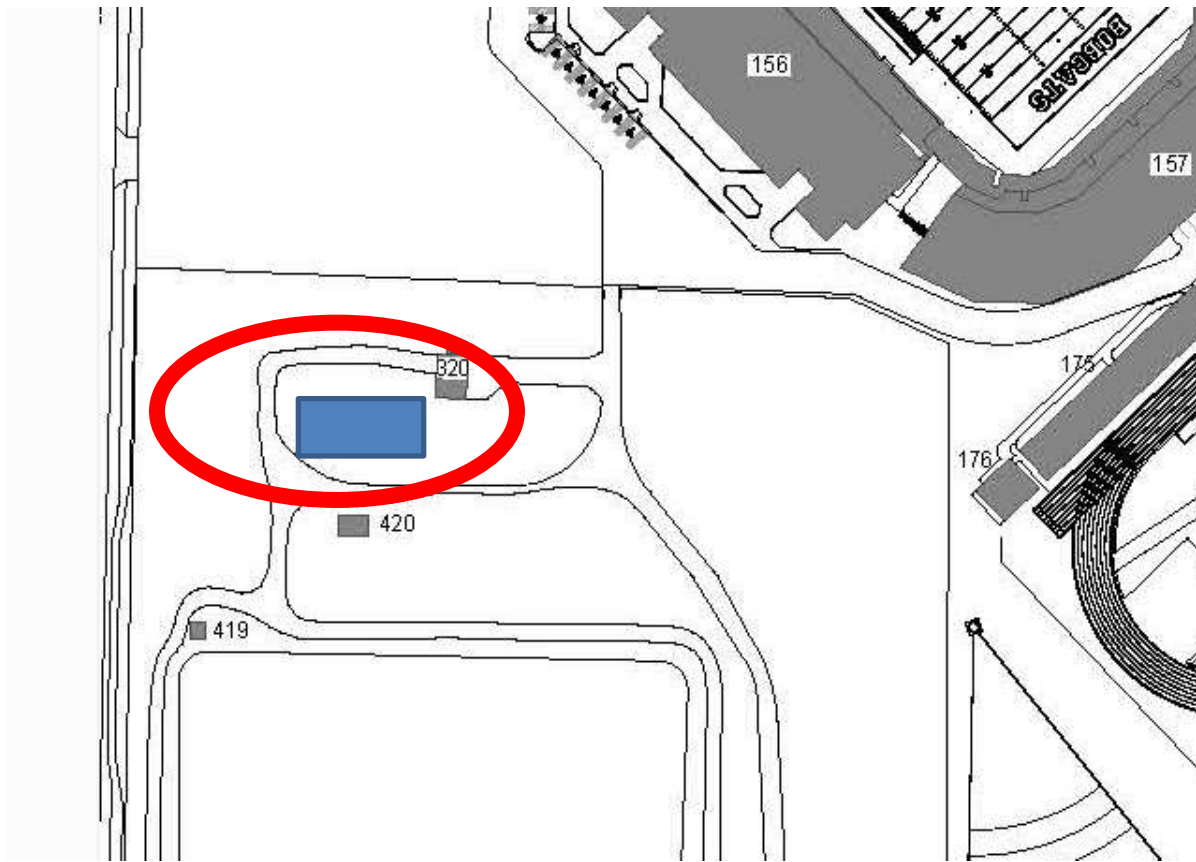
ITEM # 4	New Rodeo Storage Building
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PRESENTERS:

Bill Walker, Project Architect

PROJECT PHASE:	PLANNING	SCHEMATIC	DESIGN DOCUMENTS	X CONSTRUCTION DOCUMENTS
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VICINITY MAP:



STAFF COMMENTS:

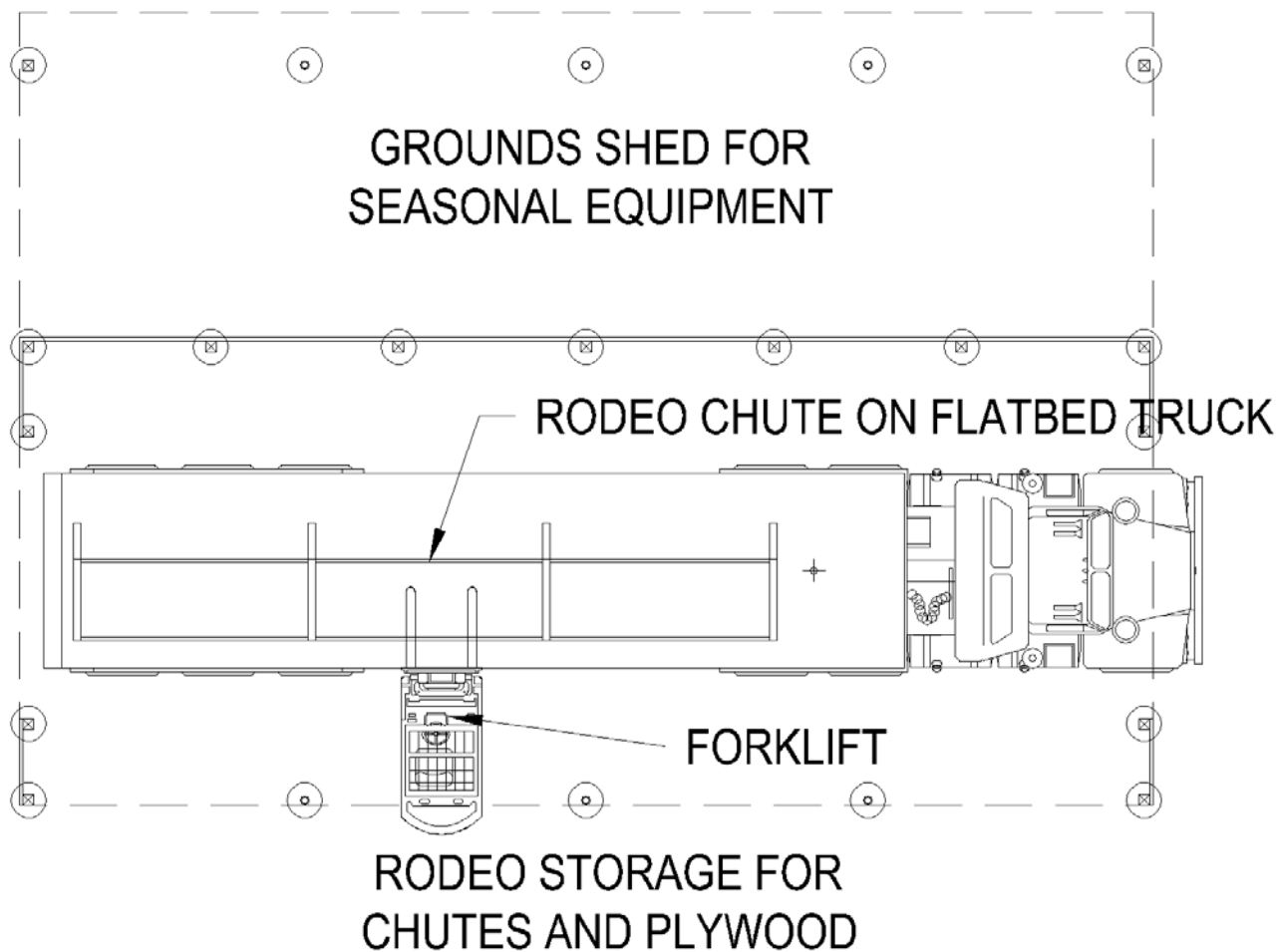
In the past year, new rodeo chutes have been purchased for the annual MSU Spring Rodeo – held in the Brick Breeden Fieldhouse. The chutes and plywood panels are currently stored without protection, adjacent to the rodeo dirt storage area south of the track. At the July 18th UFPB meeting approval was granted for a building site on the south side of the track. Further investigation revealed difficulties with this site and alternate sites have been evaluated.

To protect this investment, Sports Facilities has requested to construct a 20' x 48' open-sided storage building and move all chutes and plywood into this structure. The building is planned to be built as a pole-barn structure with metal siding and roofing, with one open side. A flatbed trailer will bring the chutes and plywood sheets to the shelter where a forklift will remove and place them inside the structure.

The proposed site is presently used by the grounds department and we are proposing that a 12' shed extension be constructed to shelter the grounds seasonal equipment. The footprint will therefore be 32' x 48'. For logistical reasons the loading and unloading of the chutes and plywood panels will involve driving a flatbed truck through the rodeo side of the structure, which in turn will necessitate a clearance of 12', making the structure's height sloping from 18' to 12', as shown on the attached section.

No utilities to the structure are included, although the site is adjacent to the chemical shed, which has both electricity and water in case providing these services be needed in the future. The site is screened from the street by a row of trees along the 11th Avenue fence. Security and easy vehicular access at the site is provided by a locked gate at the entrance off 11th Avenue extension.

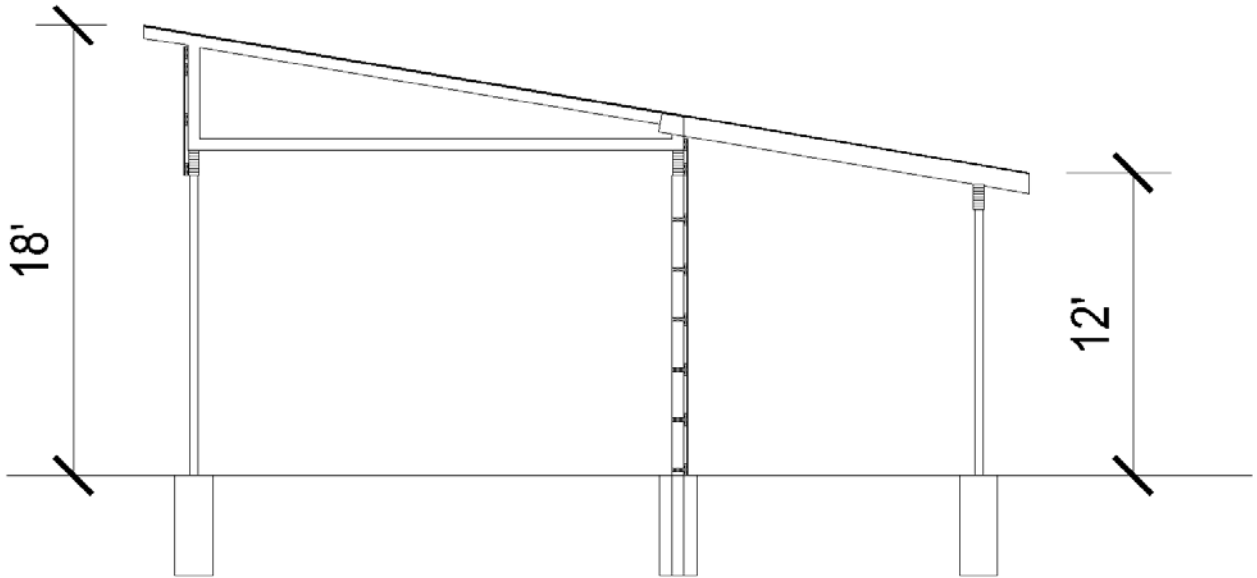
CPDC is presenting this request on behalf of Sports Facilities and Grounds.



STRUCTURE PLAN



PHOTOS OF PROPOSED SITE



PROPOSED SECTION

COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Informational only		

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PHOTOS SHOWING STACKED PLYWOOD AND RODEO CHUTES

PHOTOS SHOWING PREVIOUSLY APPROVED SITE



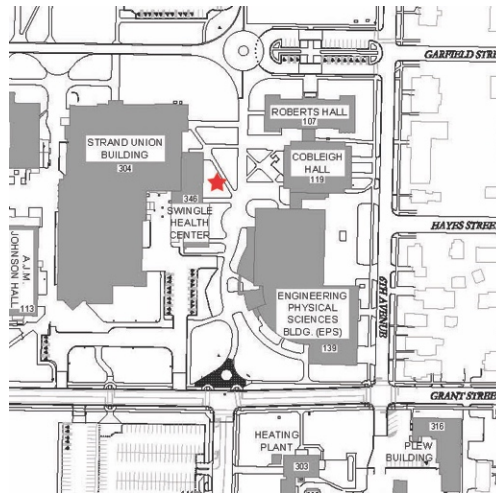
ITEM # 5	Swingle Health Center Building Name Change
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PRESENTERS:

Candace Mastel, Assistant Planner

PROJECT PHASE:	PLANNING	SCHEMATIC	X	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS
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VICINITY MAP:



STAFF COMMENTS:

On September 19th Walt Banziger presented the request to UFPB to allow the building sign in front of Swingle Health to be modified to read on the top banner “Swingle Hall” and to read on the bottom banner “University Health Partners.” During that meeting, there was some concern that 1)MSU does not have a standard approach or policy as to what the suffix part of a building name is on a sign and 2)that some members of UFPB did not feel that the word “Hall” was appropriate. UFPB tabled the recommendation discussion until this month.

Campus Planning suggests using the name “Swingle Hall” because it is verbally more aesthetic than the building’s technical name, which is “Swingle Health Center.” The Director of the University Health Partners program is in support of the “Swingle Hall” sign change for the top banner. The current sign, “Student Health Services,” neither reflects any part of the technical building name nor the new branding and naming of the University Health Partners department. Just as a side note, in the September 5th meeting notes it was amended by UFPB to allow “Swingle Health Hall.” However, Campus Planning prefers “Swingle Hall” and suggests that UFPB recommend this name for the upper banner on the sign.

Below is the text from the staff report presented to UFPB on September 5th.

On September 5th, UFPB voted to recommend University Health Partners be permitted to place the text “Swingle Health Center” on a top banner of the standard building sign and then “University Health Partners” on the bottom banner of the same sign. There was an amendment to permit them to use the wording “Swingle Health Hall” on the top banner if it is permissible to change the wording on the sign. Currently, the building is technically called “Swingle Health Center” but this does not read well as a building name. Campus Planning prefers “Swingle Hall” over UFPB’s suggested “Swingle Health Hall.” FYI: the sign currently reads “Student Health Services.”

Some background on Deane B. Swingle: he was a professor of botany in 1906 and founded the department of botany and bacteriology. Later Swingle played a primary role in establishing student health service and the nursing education program. Swingle Health Center, the building, was dedicated in the mid-1960’s.

At this time, it is requested that UFPB recommend the building name on the standard campus building sign be changed to “Swingle Hall.” An additional banner will be installed below it that reads “University Health Partners.” At the same time, Campus Planning will discuss the issue with Commemorative Tributes Committee to get their endorsement of this change for the sign.

	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Approve the modification of the existing building sign to read “Swingle Hall” on the top banner and “University Health Services” on the bottom banner.		



UNIVERSITY FACILITIES PLANNING BOARD

October 3, 2017

ITEM # 6		Space Management Policy Update 2017					
PRESENTERS:							
John How, Managing Director for Office of Space Planning and Management							
PROJECT PHASE:	PLANNING	X	SCHEMATI C		DESIGN DOCUMENTS		CONSTRUCTION DOCUMENTS
VICINITY MAP:							
NA							
STAFF COMMENTS:							
The updated space management policy is out for formal review by several different groups including Dean's Council, Planning Council, Professional Council, Faculty/Staff Senate and ASMSU. The new policy clarifies the space decision process as well as outlines specific policies pertaining to offices, research and conference room use. We have also updated the general policy to include more detailed processes for prioritizing space.							
COMPLIANCE:					YES	NO	
MSU POLICIES							
COMMITTEE OR APPROPRIATE REVIEW					X		
MASTER PLAN							
BOARD ACTION REQUIRED:							
I would like a formal review of the policy; however, board members need only to send me specific comments about any changes they would like to see incorporated.							

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