

**MINUTES OF  
THE UNIVERSITY FACILITIES PLANNING BOARD  
April 17, 2007**

Members Present: Llewellyn-Chair, Banziger, Butler, Garnick, Johns, McIlhattan, Rimpau, Rutherford (ASMSU), Thull, York

Members Absent: Dooley, Johnson, Miles,

Members Excused: Burns, Jacobsen, Stump,

Members Represented: LaCrone for McCoy, Lashaway for Roloff

Guests: Scott Stroh – University Architect, Michael Everts-School of Architecture

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

**ITEM No. 1 – APPROVAL OF MINUTES**

Minutes from the April 3<sup>rd</sup>, 2007 meeting were approved with no corrections or additions.

**ITEM No. 2 – EXECUTIVE COMMITTEE REPORT**

- Banziger reminded all that the MSU-Tomorrow final public forums are to be held May 3<sup>rd</sup> in Room 275 of the Strand Union Building at 12:00 Noon and 6:00 P.M. We hope to have a very good attendance to view the final design concepts showing what MSU's campus may look like in 10, 25 and 75 years.
- Llewellyn reported that, faculty and School of Architecture representative, Ferd Johns is retiring in May. Johns and the School of Architecture plan to recommend to Faculty Council that Mike Everts, a School of Architecture faculty member, replace Johns as the faculty/architecture representative for UFPB

**ITEM No. 3 – SWINGLE HEALTH CENTER – DENTAL CLINIC SIGNAGE**

Banziger and Stroh presented information on a request for placement of permanent exterior signage for the Dental Clinic.

In discussion, Rutherford (ASMSU) noted that the students had agreed to an increase in health fees to allow the hiring of a new dentist and favor promoting the Dental Clinic and new signage. Jim Mitchell, Director of the Student Health Service submitted a letter stating that signage was a priority to the Student Health Advisory Committee as well. The board noted that the proposed placement of signage above the doorway is not favored. Additional options will be developed for presentation to the board.

The Campus Standard for signing buildings has been a freestanding decorative sign indicating the building name only. Typically, entities within the building are not noted on the standard signs. Cost for these standard signs typically range around \$2,000.

UFPB on a limited and/or special circumstance has granted various campus entities permission to install additional signage identifying a specific function within the building. This additional signage helps identify the specific function and direct to the University community towards its location.

The discussion regarding this issue was tabled to allow Facilities Planning Design and Construction to identify the specific situations and gather further information defining the use of this type of signage. In addition, FPDC will work in conjunction with Communications on developing several additional proposals for the Dental Clinic sign. Criteria for the proposals will include:

- Sign size and placement – door or window
- Signage materials – Window static; vinyl, metal

**ITEM No. 4 – EPS – CLEAN ROOM – MONTANA MICRO DEVICE FABRICATION FACILITY – TEMPORARY SIGNAGE**

Banziger presented information on a request for temporary signage for the newly constructed EPS – Clean Room – Montana Micro Device Fabrication Facility. The temporary signage will recognize an upcoming visit by one of the project donors. The temporary signage is constructed of colored paper mounted on foam core and will be placed in the corridor to the right of current room signage. These signs will be similar in appearance to the campus standard room signage and will give recognition for funding for this facility.

Discussion noted that the signage comes under the “Donor Recognition” category of the naming policy, as the request does not designate “naming of a space”. Therefore, it is not subject to either philanthropic or honorary naming requirements. In addition, the request does not need to go before the Building Naming Committee or the BOR for review and approval.

A motion was made by Rutherford to recommend approval of this temporary signage, with the contingency that the foam core signage be removed within a two month time frame and any request for permanent signage be brought before UFPB. The motion was seconded and passed unanimously

**ITEM No. 5 – CAMPUS RECYCLING – WHITE PAPER BIN PLACEMENT & PICKUP**

This item was tabled until a later date.

**ITEM No. 6 – CAMPUS RECYCLING – “BINNY” SWITCH TO SECTIONED ROLL-OFFS**

This item was tabled until a later date.

The meeting was adjourned at 4:30 pm.

Respectfully submitted,

Anne K McBee,  
For Walter Banziger, Director-Planning, Design & Construction

pc: Geoffrey Gamble, President  
Al Bertelsen, Director, Strand Union  
Patricia Chansley, Assistant to the Provost  
Cathy Conover, Director, Communications & Public Affairs  
Victoria Drummond, Associate Planner  
Lisa Duffey, Assistant to the Dean, College of Agriculture/Agricultural Experiment Station

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Michael Everts, Assistant Professor of Architecture  
Joseph Fedock, Senior Vice-Provost  
Heidi Gagnon, Assistant to the Vice President, Administration & Finance  
Mandy Hansen, Financial Aid Officer  
Linda LaCrone, Assistant to the Vice President for Research  
Donna LaRue, Assistant Chief, University Police  
Glenn Lewis, Assistant to Vice President for Student Affairs  
Anne McBee, Administrative Associate, Planning Design & Construction  
Shari McCoy, Assistant to the President  
Becky McMillan, Administrative Associate, Auxiliary Services  
Charles Nelson, Registrar and Director of Admissions  
Robert Putzke, Director, University Police  
Madeline Rogers, Assistant to the Chief Information Officer  
Connie Shelhamer, Budget and Fiscal Director, Office of Agricultural Experiment Stations  
Scott Stroh, Interim University Architect  
ASMSU President