

**MEETING NOTES OF THE  
UNIVERSITY FACILITIES PLANNING BOARD  
February 2, 2010**

**Members Present:** Walt Banziger, Jim Becker, Blake Bjornson – ASMSU, Boyd for Fedock, Jeff Butler, Michael Everts, Mandy Hansen, LaCrone for McCoy, Mary Miles, Jim Rimpau, Jim Thull, Brenda York

**Members Absent:** Susan Agre-Kippenhan - Chair, Kurt Blunck, Allyson Bristor, Brad Garnick, Jeffrey Jacobsen, Craig Roloff, Tom Stump, Allen Yarnell,

**Guests:** Victoria Drummond and Candace Mastel, Facilities Planning, Design & Construction

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

**ITEM No. 1 – Approval of Meeting Notes**

Brenda York moved to approve the meeting notes from January 15, 2010. Ritchie Boyd seconded the motion. The meeting notes were approved unanimously.

**ITEM No. 2 – Executive Committee Report**

There was no action from the Executive Committee to report.

**ITEM No. 3 – Consent Agenda – Temporary Event Signs**

Jeff butler made the motion to approve the consent agenda. Mary Miles seconded the motion; it was approved unanimously with the proxy votes of Susan Agre-Kippenhan, Kurt Blunck, Allyson Bristor and Tom Stump. Butler stated as a side note that Facilities Services would like to see a policy in place before the Special Olympics begin.

**ITEM No. 4 – Recommendation – MSU Film Policy**

Candace Mastel gave the updates on the revision of the *MSU Film Policy*. The new Director of Film & Photography, Robert Arnold, and legal counsel, Leslie Taylor, helped draft the revisions. Once the revised policy is approved by UFPB, it will be posted on the MSU Legal Counsel website for fifteen business days for public comment and feedback.

Changes in the *MSU Film Policy* that address the current and future needs of filming and photography on campus:

- Administration of the policy will be handled by the Office of Communications and Public Affairs, working collaboratively with Conference Services, Facilities Services and other departments to ensure that filming is appropriate for the university, is safe and is done properly.
- Features were added which better define the types of filming and photography on campus, what is appropriate and permitted, and how permitting occurs.
- This policy deals more with responsibility for damages; student activities, giving them the freedom to pursue their academic programs without being shackled with paperwork; commercial filming and photography issues; and looking at internal film and photography within our own departments.

Jim Thull made the motion that the revised *MSU Film Policy* be posted and put out for comment. Blake Bjornson seconded the motion; it was approved unanimously with the proxy votes of Susan Agre-Kippenhan, Kurt Blunck, Allyson Bristor and Tom Stump.

This meeting was adjourned at 3:55 p.m.

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  
Victoria Drummond, Associate Planner  
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  
Donna LaRue, Assistant MSU Chief of Police  
Shari McCoy, Assistant to the President  
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