

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
December 7, 2010**

- Members Present:** Agre-Kippenhan - Chair, Banziger - Vice Chair, Boyd for Fedock, Everts, Hansen, LaCrone for McCoy, Lashaway for Roloff, Mooney, Stump, Thull
- Members Absent:** Becker, Blunck, Bristor/proxy, Butler, Jacobsen, Lane/proxy, Rimpau/proxy, Welles – ASMSU, Yarnell, York/proxy
- Guests:** Victoria Drummond, Dennis Raffensperger, FPDC; Phyllis Bock, Mike Cavaness, ASMSU; Sharon McIlhattan, UBS

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

ITEM No. 1 – Approval of Meeting Notes

Boyd moved to approve the meeting notes from November 9, 2010. Thull seconded the motion. The meeting notes were approved unanimously.

ITEM No. 2 – Executive Committee Report – Victoria Drummond distributed copies of the Planning Pak to UFPB members and announced copies will be mailed to University Council according to distribution list included. The contents include demographics about MSU and the Bozeman Community; it shows the Montana Ag Experiment Stations; tuition dollars that the campuses are collecting; current and historical information including sources and maps of the campuses produced every other year just before legislative session as a guide resource.

ITEM No. 3 – Consent Agenda

- A. Donor Signage – Animal Bioscience Building** – It was explained that the naming opportunities have already been secured and the donor signage has already been installed by the College of Agriculture and that the review and approval process has been circumvented. The review and approval process includes donor signage designs to be reviewed by UFBP and recommendation sent to the President for approval prior to installation. In addition, “any commemorative naming of buildings, physical facilities, specific academic components or positions, and displays or erection of plaques, signs, and portraits as a commemorative tribute to a person, organization or other entity must be approved in advance by the Commemorative Tributes Committee.” Banziger made a clarifying point – the Commemorative Tributes Committee had not been presented with the commemorative tributes proposal and will not review this item until their next available meeting which may be January or later. Commemorative Tributes Committee is responsible to review the naming levels of the dollar contribution and determine as to whether they are equitable for the spaces assigned and made sure that the donors were aware of the appropriate sunset dates. The University Facilities Planning Board serves in an advisory capacity to the President and will hear, review, and make recommendations on items to maintain policies related to the development of campus facilities and grounds. UFPB’s role would have been to review the donor wall design to determine whether it was architecturally appropriate for the building design and in line with campus planning and aesthetic standards. Since the naming opportunities and the commemorative tribute display have already been formally presented to the public at the Animal Bioscience Building dedication, it was decided that UFPB would not take action to recommend or deny this installation; **University Policy and Procedures** were clearly circumvented in this particular process and the board wishes to stress this point. Everts made the motion to not vote on this item; the discussion indicating the circumvention of University Policy will be included in the record that is sent to the Commemorative Tributes Committee and President Cruzado. Mooney seconded the motion; it was approved unanimously with the proxy vote of Lane, Rimpau and York.
- B. Center for Student Success Remodel** - Stump made the motion to approve consent agenda item 3B, remodeling a portion of the Center for Career Services in the 100 level of the SUB to house the Center for Student Success, as presented as a separate item from 3A. Boyd seconded the motion; it was approved unanimously with the proxy vote of Lane, Rimpau and York.

ITEM No. 4 – Discussion – Outdoor Recreation Building Sign – Banziger explained there was an oversight regarding signage of the Outdoor Recreation Building in that a MSU standard building sign should have been included with construction project. Approximately one month ago, Outdoor Rec installed the existing sign used at SOB on the new building. Unfortunately, the problems related to that action are that it was done outside of the Facilities Services realm which

violated University Construction policy and some union agreements and it was put up without first being reviewed by UFPB which also violated University Policy. Cavaness stated that after moving all their equipment, they assumed moving and installing the building sign was permissible.

Per Banziger, the cost of the sign is typically born by the building budget at a cost of approximately \$2,500 installed. Agre-Kippenhan suggested the sign be financed over a period of a few years. Stump stated that he would fund the permanent sign while funding is being arranged by ASMSU to pay for it, and pay Facilities Services to make sure the old sign is safely hung until the new sign can be installed in the spring. Stump will place an order with Work Control for the appropriate sign and Spring 2011 installation.

There was no need to make a motion because the agreement is the solution.
This meeting was adjourned at 4:15 p.m.

VCD/da

PC:

President Cruzado
ASMSU President
Jody Barney, College of Agriculture
Pat Chansley, Provost Office
Victoria Drummond, Facilities PDC
Cathy Conover, VP Communications

Diane Heck, Provost Office
Jennifer Joyce, Planning & CIO Office
Linda LaCrone, VP Research Office
Shari McCoy, Presidents Office
Becky McMillan, Auxiliary Services
Heidi Gagnon, VP Admin & Finance

Lisa Duffey, College of Agriculture
Robert Putzke, MSU Police
Chuck Nelson, Registrar
Ashley Steen, Coll of Arts & Arch