

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
February 1, 2011**

Members Present: Agre-Kippenhan - Chair, Banziger - Vice Chair, Becker, Blunck, Butler, Everts, LaCrone for McCoy, Lane, Lashaway for Roloff, Mooney, Rimpau, Stump, Mooney, York

Members Absent: Boyd for Potvin, Bristol, Hansen, Jacobsen, Thiel – ASMSU, Thull, Yarnell

Guests: 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

Blunck moved to approve the meeting notes from December 7, 2010. Everts seconded the motion. The meeting notes were approved unanimously.

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

ITEM No. 3 – Consent Agenda –Howard Hall Recital Hall Storage - Banziger made the motion to approve the consent agenda, the construction of storage rooms in the lobby of the Howard Hall Recital Hall as presented. Lane seconded the motion; it was approved unanimously with the proxy vote of Allyson Bristol.

ITEM No. 4 – Recommendation – Revise Facilities Use Manual 320.00 – Approved Sites for Signage – Candace Mastel requested recommendation of approval the modification of the *Facilities Use Manual* (Section 320.00) to allow provisions for temporary exterior signage for the ASMSU sponsored event Rail Jam by Chamberlain Production on two columns on the west side of the SUB. The proposal is supported by Facilities Services, FPDC and the Building Supervisor. If the recommendation is approved, future similar proposals will only need to be presented to FS, FPDC and the Building Supervisor of the SUB for consideration.

It was recently discovered that the currently posted policy was incorrect and did not include the approved site of the Reid Hall north side glass atrium. Mastel’s request would add the exterior location on the SUB as an allowed place for event signage and also amend the policy to include the Reid Hall location. There would be four allowable locations on campus for event signage of the type described in the policy:

- Reid Hall north side glass atrium
- Wilson Hall bridge
- Interior of Auxiliary Buildings
- SUB west side columns, two maximum

Reference the existing text (highlighted in yellow) and the amended text (in red edits) in the attached document to see the proposed changes.

Lashaway made the motion that the revised *Facilities Use Manual 320.00 – Approved Sites for Signage* be posted for comment with the following changes: The approval of Reid, Wilson and the exterior of the SUB will be made by the Building Supervisors, FS and FPDC. Butler seconded the motion; it was approved unanimously with the proxy vote of Bristol.

In case the language change is held up for a lengthy amount of time, Lane made the motion to approve the temporary exterior signage on two columns on the west side of the SUB for Rail Jam by Chamberlain Productions. Stump seconded the motion; it was approved unanimously with the proxy vote of Bristol.

This meeting was adjourned at 3:50 p.m.

WB/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