

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
July 3, 2012**

- Members Present:** Walt Banziger - Vice Chair, Ritchie Boyd for Martha Potvin, Jeff Butler, Christina Fastnow, Mandy Hansen, Lisa Duffey for Jeff Jacobsen, Bob Lashaway for Terry Leist, Jim Rimpau
- Proxy:** Kurt Blunck carried by Walt Banziger, Allyson Bristol carried by Victoria Drummond, Patricia Lane carried by Nora Smith, Tom McCoy carried by Jim Rimpau
- Members Absent:** James Becker, Troy Duker – ASMSU, Michael Everts, Tom Stump, Jim Thull, Brenda York
- Guests:** Joe Bleehash, Nancy Cornwell, EJ Hook, Candace Mastel, Duane Morris, David Singel

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

INTRODUCTION

Joe Fedock has submitted his resignation as the UFPB Chair as he is stepping down as Interim Dean of the College of Arts and Architecture. Nancy Cornwell is the new Dean and has also been nominated for the new Chair of UFPB.

ITEM No. 1 – Approval of Meeting Notes

Butler moved to approve the meeting notes from June 19, 2012. Drummond 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

No items.

ITEM No. 4 – RECOMMENDATION – Tobacco Free Campus Policy Implementation Plan Regarding Cigarette Disposal Containers

Victoria Drummond presented an overview of the tobacco free campus policy implementation plan regarding cigarette disposal containers. Effective August 1, 2012 MSU Bozeman becomes tobacco free. Drummond is looking for direction from UFPB on what to do with the cigarette disposal containers. She proposed three plan options for their removal. One is to leave all containers on campus with added policy signage and coordinate a phased removal of the containers. The second option is to leave a few containers in high use areas, add signage and over time phase out the containers. The third option is to remove all containers so there is a clear message smoking is not permitted and modify the trash receptacles to have a raised lid that allows you to tamp out the cigarettes and then drop the cigarette butt into the receptacle. There is additional cost with option three – \$172 per lid. These lids will also keep the trash receptacles from filling up with snow and water.

Jenny Haubenreiser then talked about the implementation of the MSU Policy. EJ Hook counted the number of containers on campus that are used for cigarette butt disposal. There are 76 disposable containers and 62 of those are chimney style containers. The initiative began about three years ago as a state wide effort to consider tobacco free policies as part of a national movement. The surgeon general released her support for a national initiative to promote tobacco free campuses. MSU is a leader in that area. Other MUS campuses are tobacco free and they removed all cigarette disposal container from their campuses. There are 550 campuses with a smoke free policy and about 300 with a full tobacco free policy. The MSU policy was passed October 2011 and since then there has been a health promotion focusing on education awareness. There is a concern with litter if cigarette disposal receptacles are removed. People are used to coming out and having a receptacle. When it's not there they will throw the cigarette butt down. The goal of the Policy is to get people to not use tobacco on campus and to clean up the environment. Ideally over time the litter issue will go away, which is what other campuses have experienced. Haubenreiser's perspective is that people are expected to comply and is not in favor of having any of the disposable containers stay out there with signs because that would send a mixed message. She prefers to have the trash receptacles with the lids along the perimeter of campus because that is where people are allowed to smoke. Education will be continued and the policy will become a social norm after about a year. They've done everything they can during orientation so incoming freshmen and parents know.

Singel asked what the penalty would be for noncompliance. Haubenreiser stated the Policy would treat violations of the no tobacco use just like any other policy violation. During the first month there will be friendly reminders, but repeat violators would be referred to the Dean's office for a student code of conduct issue. Staff and faculty would be referred to supervisors. Lashaway moved to recommend the complete removal of the disposable containers and allow Facilities to consider the lid option at selected sites. Rimpau seconded the Motion. Butler expressed that there will be a bigger problem with litter and that there is a problem now even with the chimney receptacles. He feels it will continue and get worse and he would rather see a phased removal of at least three months. Facilities will do what they can to take care of the litter, but it will be in lieu of other things they are expected to do. Banziger also suggested that if there is too big of a problem they could be brought back, but others countered that once the cigarette receptacles are removed they would not be returned to campus.

The vote:

Yes: 10

No: 2 (Butler opposed the selected option, Blunck opposed all options)

ITEM No. 5 – RECOMMENDATION – SUB Banner Installation

Candace Mastel presented an overview of the SUB banner installation. The SUB would like the ability to put banners up that reflect a welcome feature for events. Standard 2' x 4' banners would be tastefully designed and installed like other areas on campus such as Malone Centennial Mall and 11th Avenue to welcome conference goers. Conference organizers would provide conference banners to the specifications Duane Morris and his constituents provide and the SUB would provide general intermittent banners for things like Welcome Friday, Orientation, or Welcome to the SUB. They would be of a general nature for MSU activities or of a welcoming nature for SUB events. The banners will be installed by Auxiliaries Services and the hardware will be installed by Facilities Services Trades. They would be on four light poles: three on the north side of the drive and one on the south side of the drive. There would be a maximum of two banners per pole for a total of eight banners. The intent is to always have a banner displayed and swap them out for events. The message and entire process for the banners would be controlled by the SUB. Auxiliaries Services will enforce the policies as it relates to the design of the banners. Julie Kipfer of Communications supports this. Butler advised that a bucket truck or lift is needed to change the banners. Boyd moved that the SUB can use four light poles to install banners in front of the Strand Union Building, provided that they adhere to all appropriate and applicable MSU policies. Fastnow seconded the Motion and it was unanimously approved. [12:0]

ITEM No. 6 – RECOMMENDATION – Campus Temporary Classroom Site Location

Joe Bleehash presented an overview of the site location for the Provost's office requested temporary classrooms. The plan is to place leased mobile modular classroom units on campus for a term of 24 months. The site chosen is directly north of the existing Chem Modulares off of Harrison Street. The proposed two units are 24' by 60' each, and would be oriented north and south with access from the west sidewalk and access to parking and existing utilities (water, sewer, electric and data). Currently solicited is pricing for two different modular units. One is a new unit, straight out of the factory, to meet current energy codes. There's one entry door with an ADA accessible ramp and level platform. Directly in the entry door is a vestibule which provides an airlock for the classrooms. The restrooms are located right off the vestibule so there is no interference with the classes. The two classrooms are approximately 649 sq. ft. each with a configuration of 32 seats per classrooms. They would be technology enabled classrooms with a smart type podium with projector and screens. The second type of unit is used and provides a little more space, but the entrances go directly into the classroom, and the restrooms lead directly into the classrooms. The classroom area is about 800 sq. ft. with a configuration of approximately 42 seats. They are not permanent units so they will remain on axles/tires and have a skirting. There are packaged terminal air-conditioning units so these classrooms are climate controlled. This is a bid process through the state and the bid date for the units is July 13, 2012. There is the option to take new units, used units or a combination of both. Seven companies have been directly solicited and it is also posted publicly on the FPDC webpage. The bid intent is to setup the classrooms by August 20, 2012.

David Singel then talked about the reason for the modulares. These modulares will help implement the long term solution to growth in enrollment. The response to increasing enrollment is to think about how to use technology in a smart way to change the dynamic of a classroom. Facilities Services upgrades the technology of classrooms in the summer because there aren't classrooms to take offline. There is a lack of swing space to advance that schedule. During a faculty development workshop they talked about implementing inverted classes with team learning. This should improve student success in gateway courses. The fewer students that take math twice the less space is needed to accommodate. So it has a potential to save space. In order to do this a classroom has to be taken offline. Swing space is needed. Within two years we will have

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another 10 classrooms and by that time we should have three or four inverted classrooms reducing need even as students increase. The modulars are temporary and will be used for swing space that makes better permanent solutions possible. Advisors have also emphasized to the freshman class to take a larger credit load. There are other remedies for enrollment growth. Those are the remedies we are looking forward to. The long term solution is not building a lot of space; it is a catalyst for thinking about how more effectively to use technology. Other sites were considered, but they would create displaced parking spaces, cost more for utilities, or were too far of a walk. Lashaway moved to recommend the approval of the proposed site and move forward with the concept. Butler seconded the Motion.

The vote:

Yes:	10
No:	1 (Blunck)
Abstain:	1 (Jacobsen)

This meeting was adjourned at 5:00 p.m.

VCD:lk

PC:

President Cruzado
ASMSU President
Jody Barney, College of Agriculture
Pat Chansley, Provost Office
Victoria Drummond, Facilities PDC
Heidi Gagnon, VP Admin & Finance

Diane Heck, Provost Office
Jennifer Joyce, Planning & CIO Office
Linda LaCrone, VP Research Office
Shari McCoy, Presidents Office
Becky McMillan, Auxiliary Services
Julie Kipfer, Communications

Lisa Duffey, College of Agriculture
Robert Putzke, MSU Police
Bonnie Ashley, Registrar
JoDee Palin, Coll of Arts & Arch