

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
March 24, 2015**

Members Present: Walt Banziger – Vice Chair, Tom Stump, Jeff Butler, Sara Mannheimer, Neil Jorgensen, Kurt Blunck, Dana Dale, Brenda York, Julie Tatarka

Proxy: Walt Banziger for Renee Reijo Pera

Members Absent: Nancy Cornwell, Brett Gunnink, Chris Kearns, Martha Potvin, Allyson Brekke, Greg Gilpin, Chris Fastnow, David Singel, Charles Boyer, Jeff Butler, Mike Everts, Fatih Rifki

Staff & Guests: Randy Stephens, Darryl Curfman, Donald Akina

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

The agenda was reorganized in the following order:

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 –INFORMATIONAL - Campus Design Guidelines

Randy Stephens presented an update on the Campus Design Guidelines. The Guidelines were brought to UFPB as an informational item in January 2014, and are being brought back for updates and comments from UFPB. UFPB is asked to review the Guidelines, get comments back to Stephens in two weeks, and it will come back to UFPB in four weeks (draft available at: http://www.montana.edu/us/committees/ufpb/documents_guidelines.php). The hope is to get the final recommendation to the President before the end of the academic year.

Stephens discussed what design guidelines are, including that they are broad parameters, general, prescriptive, MSU specific, and should not describe what the consultant should do on a project by project bases. This document began with borrowing design guidelines from Princeton University, and modifying it for MSU. York commented that this is a working document, which can be changed as needed.

The Campus Design Guidelines are organized by section, and Stephens recommended that UFPB members start by reviewing with Section 1 – General Administrative. There are also specific expertise sections, including Residence Halls, elevators, and paint palette, and these may need additional review or focus groups. Throughout the document there are references to other sections and documents, and this makes it so updates only need to be made in one place. The goal is that this document can be used as a checklist, so that it is easier to use. These should be used by a consultant, not a contractor, to incorporate into their design considerations, materials, or broad concepts, as part of their contract. There is also a LEED Campus designation being worked on, and this will be incorporated into the Design Guidelines. Stephens noted that there may be typos and formatting issues, and these can be worked out; there will also be a section for Mechanical, Electrical and Plumbing (MEP) added at a later date.

ITEM No. 5 –INFORMATIONAL - ROTC Building Design

Darryl Curfman presented an update on the ROTC Building. This will be a steel building that will look very similar to the Records Management Building. The pathway will be re-routed to the north of Records Management Building. This building will house Army ROTC only; this was reviewed by Space Management Committee, and Air Force ROTC expressed that their staffing is not sufficient to use this space. The space will include storage for equipment, a couple office spaces, a laundry room, bathrooms, and a secured area; this will be a sprinklered facility. Banziger noted that a couple parking spaces may be affected by the driveway to the building and the fire hydrant and fire lane, and this should be resolved with Parking Services.

ITEM No. 6 –RECOMMENDATION - EHHD Addition Design

Darryl Curfman presented the EHHD addition to the north east corner of the Marga Hosaeus Fitness Center. Butler noted that the current service drive will be relocated in exchange for a service drive on the north side of Grant Street next to Romney. Banziger added that the Veterans Center and York are in support of relocating Veterans’ Park and making the park better in a different location; the School of Architecture may do a design competition with students for this. This addition will include the Human Performance Lab, EHHD faculty offices, lab spaces, and one teaching space. The addition will accommodate a basketball floor, a dance studio, and will be ADA accessible. The Health Enhancement offices currently located in the north west corner of the Fitness Center will be moved to this addition. The EHHD addition and the relocation of the service drive and Veterans’ Park are part of the Romney Renovation and will go forward if funding is approved.

Blunck asked if there will be connections to the NAIC; this may be incorporated into the NAIC design but right now is not being considered. It is being kept in mind that the sidewalk and space between the two buildings is not encroached on or become alley-like, and the NAIC design team is discuss keeping 30-60 feet between the two buildings.

The service drives at AJM Johnson and Romney can be connected for circulation purposes, specifically for a garbage truck. Stump asked if ADA parking is being removed; the intention is for these parking spaces to be incorporated into the parking structure. Butler and Jorgensen noted that the relocation of the service drive will improve the service access to Romney and AJM Johnson. Blunck and York requested that additional ADA parking spaces be considered in this area. Stump commented that there is mature Ohio Buckeye tree near the proposed new location for the service drive and would like to see it stay. Banziger added that the walkable streets concept, with trees between sidewalks and curb, are being incorporated into the design.

Stump moved to approve the location of the EHHD addition, and there will be service drives serving Romney and AJM Johnson in the area currently occupied by Veterans’ Park. The final design of the service drive and Veterans’ Park will come back to UFPB. Blunck seconded the motion. The motion passed unanimously.

The vote:

Yes: 10
No: 0

ITEM No. 1 – Approval of Meeting Notes

Banziger read Fastnow’s comment to revise the meeting notes from February 24, 2015 to remove the initial vote tally. The notes would read *“Butler moved to approve acceptance of the sculpture gift. Stump seconded the motion. Additional discussion ensued, outlining the desire of the committee to obtain input and clarification from some of the proxy votes, because the quantity of proxy votes could alter the vote results. Butler moved to suspend the vote, for the item to be brought back at a future date.”*

Butler moved to approve the meeting notes from February 10, 2015 and February 24, 2015, as revised. Blunck seconded the motion. The meeting notes were approved unanimously.

This meeting was adjourned at 4:30 p.m.

VCD:lsb

PC:

President Cruzado	Heidi Gagnon, VP Admin & Finance	Julie Kipfer, Communications
Adam Arlint, President’s Office	Jennifer Joyce, VP Student Success	Jody Barney, College of Agriculture
Maggie Hammett, President’s Office	Linda LaCrone, VP Research Office	Susan Fraser, College of Agriculture
Julie Heard, Provost’s Office	Tony Campeau, Registrar	Robin Happel, College of Agriculture
ASMSU President	Robert Putzke, MSU Police	JoDee Palin, College of Arts & Arch
Diane Heck, VP Admin & Finance	Becky McMillan, Auxiliaries Services	Victoria Drummond, Campus PDC