

**UFFAB Meeting Minutes**  
Thursday November 21, 2013  
303 GSB Large Conference

**Members Present:** Jenna Muniz, ULC, Chair  
Lexi Evans, Warner College of Natural Resources, Vice Chair  
Riley Smith, College of Health and Human Sciences  
Michelle Staros, College of VMBS  
Jeff Cook, Graduate School  
Amber Weimer, College of Natural Sciences  
Matt Lancto, College of Liberal Arts  
Lance Oles, College of Agricultural Sciences  
Kayln Miller, College of Business  
Alex Brown, College of Engineering

**Members Not Present:**

**Members at Large Present:**

**Members at Large Not Present:** Sam Guinn, ASCSU Representative

**Associate Members Present:** John Stockley, ASCSU Associate Representative

**Associate Members Not Present:**

**Ex – Officio Members Present:** Steve Hultin, Faculty Advisor  
Toni Scofield, Staff Support  
Lindsay Brown, Staff Support  
Cassidy Collins, Staff Support  
Becca Wren, Staff Support  
Andrew Olson, SFRB Liaison  
Kristi Buffington, Manager for Space and Information Management,  
Facilities Management  
Tamla Blunt, Ex-Officio Member

**Ex – Officio Members Not Present:** Patrick Burns, Ex – Officio Member

**Visitors:**

Stacey Baumgarn – Campus Energy Coordinator, Facilities Management  
Aaron Sebesta – Net Impact

**I. Call to Order**

- a. Meeting called to order by Jenna.

**I. Approval of Minutes from November 7<sup>th</sup>, 2013**

- a. Motion made to approve minutes by Jenna. Motion seconded by Lexi.
- b. Minutes approved.

**II. Water Bottle Refill Stations: Net Impact Student Organization; and Stacey Baumgarn, Utility Services, Facilities Management**

- a. Stacey began discussion.

i. As Campus Energy Coordinator, Stacey Baumgarn receives many inquiries from delegates around campus about sustainability needs. He has received multiple requests about more water bottle filling stations. While there are some filling stations on campus currently, Stacey argued that there are not enough to meet the campus demand. He intends to submit a UFFAB project proposal based on the need for more filling stations.

ii. Stacey has spoken with Kristi Buffington to pinpoint the highest areas on campus of student foot traffic to prioritize the locations of new filling stations. In his proposal, Stacey will account for three different funding options for the Board to consider – Tier 1, Tier 2, and Tier 3. Each tier will include locations for filling stations in order of priority. Currently, Stacey's proposals include 32 recommended filling stations in 20 different buildings within 5 different colleges. Stacey mentioned the possibility of adding filling station locations as a layer on the online campus map to allow students to easily find filling stations.

iii. Stacey is co-presenting his proposal with Aaron Sebesta from Net Impact, a graduate student program dedicated to providing feasible solutions to current world problems, housed within the College of Business. Net Impact collects data about sustainability initiatives from around campus, creates educational campaigns based on these initiatives, and builds games and incentives for engaged students. Net Impact then publishes the metrics of their campaign findings.

- b. Jenna asked if filling stations have actually been proven to eliminate plastic bottle waste.
- c. Stacey said yes, and referenced the effectiveness of the filling station located in the Facilities building, which has been used as a test station. He also mentioned observing students in the Physiology Building trying to fill their bottles from an older water fountain and struggling to fit their reusable bottles in the fountain.
- d. Jeff pointed out that there is not enough hard data to support the decision in placing filling stations because the only measurable data right now is based on fountain usage numbers. He also asked how much each filling station will cost. Jeff estimated around \$1500/station.
- e. Stacey agreed that figure was a fair estimate of the cost of each station. He also said that a retrofit on some old fountains with different configurations may be more costly than the original estimate.
- f. Keven Carroll, a project manager in Facilities Management, has provided Stacey with a Budget Opinion outlining 4 different pricing options for the Board's

consideration. Stacey's proposal will show the tradeoffs in a price vs. location structure.

- g. Jeff asked if this project would really fall under the capital investment umbrella, rather than UFFAB.
- h. Stacey answered that the majority of his proposed stations lie in academic buildings like Clark and Eddy and will directly benefit students.
- i. Stacey concluded his discussion and thanked the Board for their time. Jenna reciprocated the thanks.

### **III. Steve Hultin's Update:**

- a. Steve introduced Becca Wren to the Board as his new administrative assistant and replacement of Toni Scofield.
- b. Steve discussed the PowerPoint given to SFRB and let the Board know that it can be used as a resource for anyone to make a presentation on CSU's UFFAB.
  - i. Cassidy is to send this PowerPoint out with the minutes.

### **IV. Discuss Fee Increase, Process to Follow, Public Relations: Handout**

- a. Jenna introduced the two handouts to the Board and the process of fee adjustment.
- b. Steve also mentioned that he will provide the Board with a document called the "Classroom Utilization Sheet" which shows the flipped classroom model. Specifically, this document shows the usage, foot traffic, and cost per student to "flip" a classroom. Flipped classrooms include portable and arrangeable furniture to quickly flip a class session from a lecture to an interactive group work setting.
- c. Jenna refreshed the Board on the steps taken in a fee adjustment period, which is reflected on the flowchart.
- d. Jeff asked if Steve had mentioned the proposed fee adjustment to the SFRB.
  - i. Steve answered yes.
- e. Alex asked what the fee increase projection is, if we have one.
  - i. Steve answered that we don't necessarily have one, but he will create and present a matrix to show the fee increases with current bond adjustments to show the Board the sensitivity of the fee adjustment. This will be presented at the next meeting.
- f. Tamla recounted the process taken for the last fee adjustment in the fall of 2009 as proposed by President Frank. She said that he approached the Board in the fall without a specific dollar number in mind but with a specific project list and scope of work. His projects at the time included Engineering II, remodels within Forestry, the Behavioral Sciences building, among other projects. President Frank made a formal presentation to the Board in February and the process sped up from there. In March, an open forum was held in the LSC. Tamla mentioned that the ballroom reserved for the open forum was far too large. She suggested that next open forum, a much smaller room be reserved to accommodate all delegates. Despite heavy advertisements to engage students, there was not much participation by students in the open forum. At the end of the open forum, the students agreed that a \$10 increase to the UFFAB fee was too infeasible to ask students to pay. Instead, the proposed fee increase was lowered to an overall increase of \$5 per credit hour per

student. The proposal was then taken to SFRB, to ASCSU, to Amy Parsons, and eventually, to The Board of Governors. A total of \$54 million was collected from this fee increase, which Tamla said paid the bond on the fee.

- g. Amber asked if the fee increase was asked directly from President Frank this time, or if that was only in 2009.
- h. Tamla answered that Dr. Frank only requested the increase in 2009, and this time it was brought up by Dr. Miranda.
- i. Jeff then asked if the Board could hear from Tony Frank directly that he supports the fee increase, rather than from Provost Rick Miranda or Vice President Amy Parsons.
- j. Steve asked Jenna to draft an email to President Frank asking for a statement about the proposed fee adjustment.
  - i. Jenna agreed to do so.
- k. Jeff then asked if before calling for an open forum, it might be worthwhile to send a short, three question survey to the student body about the fee increase. This suggestion was met with hesitation due to the lack of student engagement.
- l. Lexi asked if the fee increase would only be dedicated to the construction of the new Biology Building, as proposed by Provost Miranda at the November 7<sup>th</sup> meeting.
- m. Tamla answered that the fee could be dedicated to only a portion of the building, if the Board felt that to be necessary. She also said that any extra fee revenue could be allocated to other projects.
- n. Jenna stressed the importance of remembering that the LSC revitalization project is causing an additional fee increase to students, in conjunction with the proposed UFFAB fee adjustment.
  - i. Andrew stated that the LSC fee increase would be a total of \$340/year/student.

This fee is flat and does not account for student credit hours. The UFFAB fee increase is not at all related to the LSC fee increase. The UFFAB fee is currently \$15/student/credit hour. Historically, student fees in general have usually increased at CSU.

- o. Steve offered to create an analysis and comparison of fees from other universities in the state of Colorado for the Board's review.
- p. Jeff asked if the fee increase could potentially be retired after funding of the Biology Building is raised, implying that this fee increase would only be temporary.
- q. Tamla answered, yes, retirement of UFFAB fee increase is possible.
- r. Jenna said that with the information about other University fees coming from Steve, the Board would be better equipped to decide if the fee increase should totally fund the Biology Building or just a portion.
- s. Jeff asked how it was decided last time where the money would be used and for what projects?
  - i. Tamla answered that the projects all derived from the Campus Master Plan take top priority.
- t. Jeff asked how these projects differed from the projects proposed normally.
  - i. Tamla explained that UFFAB proposed project must directly benefit the students. Other projects, such as Laurel Village, find other sources of funding.

- u. Steve elaborated upon the Master Plan projects and explained that the majority of the Master Plan projects are basic maintenance projects. Often, the University cabinet gets involved with the decision making of needed projects.
- v. John said that he felt as though the discussion surrounding the fee increase should be left as open as possible to the student body. He mentioned observing several maintenance issues within heavily used buildings that need to be addressed. He believes that the student body would be more receptive to a fee increase if they could see those maintenance issues being solved.
  - i. Lexi seconded this statement while other members agreed that the fee increase must be handled delicately to get student approval.
- w. Riley mentioned that she pays out-of-state fees and the Board should keep students in similar situations in mind.
- x. Steve mentioned that if the fee increase was not initiated, it would take UFFAB until FY17 to compile \$1.9 million.
- y. One member asked how the inflation of construction fees would affect the 2020 Campus Master Plan.
  - i. Steve explained that the construction industry is poised to increase in the next few years.
- z. Another member asked by how much the fee would need to increase.
- aa. Steve explained that the fee did not have to be a round number and that the final number would be up to the Board to set.
- bb. Steve said that if UFFAB were to fund the Biology Building as well as other projects, the students would better see the bigger picture and long term benefits of the fee increase.
- cc. Jenna called a non-official vote among the Board of all those that were considering the possibility of the fee increase.
- dd. Jenna called for a nonofficial vote.
  - i. 8 members non-officially voted that they were in support of considering the fee adjustment.
- ee. Jenna stated that the matrix of fees based on current bond trends from Steve would be very helpful in deciding next steps.
- ff. Jeff asked if Jenna could reach out to President Frank ASAP to get his approval on the fee increase. Jenna hopes to do this before the next meeting.
- gg. Toni stated that the Board will have at least 6 project proposals for consideration. All proposals will be due for submittal by December 1<sup>st</sup>.

**V. Next Meeting: December 5th, 2013**

**VI. Adjourn at 6:03 PM 11/21/13**

**VII. Action Item List – 11/21/13**

<b>Action Item</b>	<b>Who By</b>	<b>Deadline</b>
Distribution of SFRB PowerPoint Presentation to UFFAB members	Cassidy	12/05/13
Creation and distribution of matrix of projected bond adjustments	Steve	12/05/13
Hold conversation with Dr. Frank about potential fee increase	Jenna	Lexi completed this 11/27/13
Creation and distribution of fee comparison of other Colorado universities	Steve	12/05/13