

UFFAB Meeting Minutes
October 16, 2010
303 room, General Services Building

Members Attending: Tamla Blunt, Graduate School, Chair
Zach Laraway, College of Natural Resources
Laura Bishop, College of Vet. Med. & Bio. Med. Sciences
Joseph Garcia, College of Business
Jesse Jankowski, College of Engineering
Vincent Crespin, College of Liberal Arts
Matt Baca, College of Applied Human Sciences
Cara Kulbacki, Undeclared Leadership Council
Lisa Vigil, College of Natural Sciences

Members at Large: Justin Safady, College of Business

Associate Members: Hilary Smith, College of Vet. Med. & Bio. Med. Sciences
Teresa Molello, College of Natural Sciences

Ex-Officio Members: Brian J. Chase, Director of Facilities and Advisor to UFFAB
Toni Scofield, Facilities Management, Staff Support
Annie Johnson, Facilities Management, Staff Support

Associate Members Absent: Elan Alford, Graduate School
Matthew Hoppal, College of Business
Brady Babbitt, College of Applied Human Sciences

Ex-Officio Members Absent: Patrick Burns, Assoc. V.P. for Info. & Instr. Tech., Advisor to UTFAB

As the students congregate a CSU video made of all three campuses shows followed by a short video of the Behavioral Sciences Building.

I. **Call to Order:**

Chair, Tamla Blunt, calls the meeting to order.

Quorum is present.

II. **Approval of April 22, 2010 Minutes:**

Motion was made by Vincent and seconded by Laurra to approve the Minutes of April 22, 2010.

Minutes approved.

III. **New Business:**

A. **Elect Vice Chair for 2010/2011:**

Zach Laraway is interested in position. Cara nominates Jesse. Zach tells the group why he would like to be Vice Chair and cites his prior experience on the UFFAB board; Jesse tells the group about his experience on the board and why he'd like to be Vice Chair.

Both Zach and Jesse leave the room. Board members cast their votes in writing. Toni and Annie tally the votes with 2 votes for Zach and 6 votes for Jesse.

Jesse and Zach return to the room and are advised of the vote. Jesse will be the new Vice Chair for UFFAB this year.

B. **Amend UFFAB By-Laws:**

Amend UFFAB By-Laws to reflect that any monies awarded to departments/colleges for upgrades to classrooms, etc. should be spent within one year. Case in point, Rockwell Hall was awarded \$80,000 to upgrade a classroom to a networked classroom two years ago yet no monies have been expended and there is no indication that they will be spending the funds anytime soon.

The UFFAB discussed the pros and cons of the amendment and the Rockwell Hall situation. It was finally decided that Jon Schroth, Asst. Mgr. at the College of Business, should be asked to attend the next UFFAB meeting to find out why the UFFAB funds awarded 2 years ago have not been expended.

The Board will not amend the By-Laws at this time regarding time limit to expend awarded funds.

Jon Schroth, Asst. Mgr., and Ernie MacQuiddy, Budget Director, of the College of Business will attend the next UFFAB meeting Sept. 30th.

IV. **Old Business:**

Brian gives the Board an update on the Engineering II and Library Addition projects. He will provide the budget for each and, with the use of design boards, will go over each project in more detail.

The Classroom Renovation project will be ongoing for about the next two years. There are many classrooms in Eddy, Gifford, Education, Animal Sciences and Shepardson, just to name a few, that need extensive overhaul. There will be more SMART classrooms added along with the usual painting, new flooring and ceilings, upgraded mechanical and electrical, and new furniture. The lecture halls in Eddy, Pathology and Chemistry will be upgraded and the University would like to see these done in the near future. There are four classrooms in Eddy that are near the top of the list as well. At the November meeting we will tour two of the Eddy classrooms that should be completed.

Brian also talked about \$1.5 million left from the Behavioral Sciences Building that will be returned to the UFFAB and will bring a breakdown to the next meeting.

At the November meeting we will also have a presentation on Engineering II after the budget has been developed.

We will have a report on the Warner College of Natural Resources landscaping project that was completed this summer.

Brian is asked if a demonstration of the 3D in Room 131 BSB can be given. We will do that and a tour of the BSB at a future meeting.

Motion to adjourn is made by Vince and seconded by Jesse.

Meeting is adjourned.

Next meeting will be Sept. 30 2010 in room 303 General Services Building at 5 p.m.