

## University Facility Fee Advisory Board

### Meeting Minutes

Thursday, March 30<sup>th</sup>, 2017

303 GSB

<b>Members Present:</b>	Tristan Syron	Chair
	Nick Bohn	Vice-Chair
	Kalyn Blach	College of Agriculture
	Miriam Wagoner	College of Business
	Amanda Evans	CVMBS
	Jacob Royer	College of Natural Sciences
	Rachel Largay	Warner College of Natural Resources
	Mauri Richards	College of Engineering
Jeff Cook	Graduate School	
<b>Member at Large</b>	Tyler Siri	ASCSU
<b>Associate Members Present:</b>	Alex Stately	CVMBS
	Raleigh Heekin	College of Health & Human Sciences
	Shannon McNulty	Warner College of Natural Resources
	Grace Clark-Rabinowitz	College of Natural Sciences
	Arnold Pleckler	Graduate School
<b>Other Members Present:</b>	Tom Satterly	Advisor
	Tamla Blunt	Ex- Officio
	Becca Mueller	Staff Support
	Savanna Bunnell	Facilities Management
	Simon Tavener	Dean of Natural Sciences

#### 1. Call to order

- a. Meeting was called to order at 5:00pm.

#### 2. Approval of minutes

- a. Jeff moved to approve the minutes from March 23<sup>rd</sup>.
- b. Jacob seconded
  - i. All in favor: 8
  - ii. All opposed: 0
  - iii. All abstaining: 0
- c. Minutes approved.

#### 3. Update – Warner College of Natural Resources

- a. In spring of 2010, UFFAB voted to fund a revitalization of the Warner College plaza. This revitalization included \$16,000 in outdoor furniture.
- b. The new addition to the Warner building, now called the Michael Smith Natural Resources Building, absorbs the existing plaza area and does not allow space for this furniture.
- c. Rather than getting rid of this UFFAB funded furniture, it has been suggested to UFFAB that they allow the relocation of the furniture to the Visual Arts revitalization project, which the Board voted to fund this spring. It works well in with the project's timeline and fits with the aesthetics of the project. The furniture would be temporarily stored until the installation in August.
- d. This is a no cost ask. It would not reduce the funding of the Visual Arts project that was approved this spring, this furniture would be an addition to their proposal.

- e. Raleigh move to approve the relocation of the Warner furniture to the Visual Arts Building.
- f. Jeff seconded
  - i. All in favor: 8
  - ii. All opposed: 0
  - iii. All abstaining: 0
- g. Motion passed.

#### 4. Bylaw Review

- a. The Board discussed editing Article III, Section 3 to reflect Tom's title of Associate Vice President, as well as updating the new Co-Advisor of the Board to Simon Tavener.
  - i. Language of the edit: "The Associate Vice President for Facilities Management or their designee shall serve as the Adviser to the Board. The Associate Dean for Academics, College of Natural Sciences shall serve as Co-Advisor to the Board."
  - ii. Jeff moved to approve the edit.
  - iii. Grace seconded
  - iv. All in favor: 8
  - v. All opposed: 0
  - vi. All abstaining: 0
  - vii. Edit approved.
- b. The Board considered edited Article III, Section 2, regarding the length of four weeks to appoint representatives. The specific language is, "In the absence of an appointment from a college's College Council by the fourth week of the fall semester, the college's representative shall be appointed by the dean of the college."
  - i. After some discussion, the Board decided to keep the section the same. The Board recognized that the first few weeks of the semester are busy times for College Councils and allowing more time is appropriate. Rather than changing the bylaws, the representative will encourage their colleges to appoint members to the Board as soon as possible.
- c. The Board discussed adding deferred maintenance to the bylaws.
  - i. Currently, there is nothing prohibiting deferred maintenance projects from coming to UFFAB.
  - ii. Ultimately, the Board deciding that adding specific language about deferred maintenance may be problematic in the future. Additionally, requiring deferred maintenance projects to prove to UFFAB that they fit the bylaws is important and adding them into the bylaws may lessen that step within presentations.
- d. The Board considered expanding on Article III, Section 4 to include a sentence about the notification of planned absences.
  - i. The language of the edit: "Notice of planned absences shall be sent to the Program Manager at least 24 hours in advance of the meeting."
  - ii. The goal of this edit is to encourage accountability and communication between Board members and the Program Manager.
  - iii. Tyler moved to approve the edit.
  - iv. Jeff seconded
  - v. All those in favor: 8
  - vi. All those opposed: 0
  - vii. All those abstaining: 0
  - viii. Edit approved.
- e. The Board added the President's Student Financial Advisory Committee (PSFAC) to Article IV, Section 1.
  - i. Jeff moved to approve the edit.
  - ii. Grace seconded
  - iii. All in favor: 8
  - iv. All opposed: 0
  - v. All abstaining: 0
  - vi. Edit approved.

- f. The Chair suggested that the Board edit Article IX, Section 2 to require members who were absent from presentations and who did not have an associate member present to review the missed presentation and discuss said presentation with the chairperson.
  - i. The language of the edit: “A member who was absent from a given presentation, who did not have an associate member present in their absence, is required to review presentation materials and discuss said presentation with the Chairperson or Vice Chairperson to be given permission to vote on that project.”
  - ii. This edit is to ensure that Board members are educated on the proposals that they will eventually be voting on.
  - iii. Grace moved to approve the edit.
  - iv. Jacob seconded
  - v. All in favor: 8
  - vi. All opposed: 0
  - vii. All abstaining: 0
  - viii. Edit approved.
- g. The Chair suggested changing Article X, Section 3 to read, “should” rather than “must” in regards to sending suggested bylaw amendments a week prior to the meeting.
  - i. Grace moved to approve the edit.
  - ii. Jeff seconded.
  - iii. All those in favor: 8
  - iv. All opposed: 0
  - v. All abstaining: 0
- h. The Board discussed the possibility of requiring UFFAB member signatures on future proposals, or some form of student sign off during the presentation time.
  - i. This would encourage student engagement with the fee.
  - ii. Ultimately, the Board decided not to include a required UFFAB member signature, but rather decided to encourage representatives to engage in discussions with college councils and students.

**Returning members -**

Grace, Jacob, Arnold, Tristan, Nick, Tyler, Raleigh (fall semester only), Mauri (spring semester only)