

## University Facility Fee Advisory Board

### Meeting Minutes

Thursday, February 2<sup>nd</sup>, 2017

303 GSB

**Members Present:**

Tristan Syron	Chair
Nick Bohn	Vice-Chair
Rachel Largay	Warner College of Natural Resources
Jeff Cook	Graduate College
Kalyn Blach	College of Agriculture
Miriam Wagoner	College of Business
Amanda Evans	CVMBS
Jacob Royer	College of Natural Resources

**Associate Members Present:**

Alex Stately	CVMBS
Raleigh Heekin	College of Health & Human Sciences
Shannon McNulty	Warner College of Natural Resources
Mauri Richards	College of Engineering
Grace Clark-Rabinowitz	College of Natural Sciences

**Other Members Present:**

Becca Mueller	Staff Support
Savanna Bunnell	Facilities Management
Dan Kozlowski	Facilities Management

#### 1. Call to order

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

#### 2. Approval of minutes

- a. Jeff Cook moved to approve the minutes from December 1<sup>st</sup>, 2016.
- b. Shannon seconded
  - i. All in favor: 8
  - ii. All opposed: 0
  - iii. Abstained: 0
  - iv. Motion passed, minutes approved.

#### 3. Legitimacy Vote Review

- a. Tristan review the legitimacy vote with the Board.
- b. After each presentation, the board will take a legitimacy vote. This vote is not a commitment to fund the proposal, it is simply ensuring they pass the funding rules found within the bylaws.
- c. The final funding approval vote will take place after all presentations have been seen.
- d. There are seven funding rules found in the bylaws, which should be taken into account when voting.

#### 4. Presentation from Dan Kozlowski

- a. This proposal includes the renovation of four general assignment classrooms including:
  - i. Wagar 132: \$91,291.25
  - ii. Wagar 133: \$143,716.08
  - iii. Glover 201: \$167, 222.16
  - iv. Engineering B101: \$104,712.39
- b. The rooms included in this proposal have been identified by the Space Committee, Classroom Review Board, and Classroom Services as high priority classrooms in need of significant remodeling.

- c. Over the years, Dan and his team have developed what they call “UFFAB standards” for the projects they present to the Board. They look for projects that in general need:
  - i. Increased room quality and aesthetics.
  - ii. Improved ADA accessibility.
  - iii. Updated technology to facilitate teaching and learning.
  - iv. Improved energy efficiency of lighting and AV systems.
  - v. Increased collaborative learning experiences.
- d. Overall, these general assignment classrooms are in need of lighting upgrades, audio and visual upgrades, aesthetic improvements, better usability, and comfort.
- e. When planning and designing these remodels, Dan collaborates with people and departments across campus to ensure that every aspect of the project is developed in the best way possible.
- f. In addition to improving general worn out condition (including paint, carpet, whiteboards, etc.), there are specific needs in each room. For more detail, see proposals.
  - i. Wagar 132: Outdated audio/visual equipment, inefficient lighting.
  - ii. Wagar 132: Noisy, uncomfortable and broken seating, outdated audio/visual equipment, inefficient lighting, and struggles with podium and equipment.
  - iii. Glover: Immobile and inconvenient tables and chairs, slanted floor.
  - iv. Engineering: Noisy, uncomfortable and broken seating, challenging room layout, outdated audio/visual equipment, inefficient lighting.
- g. Student impact per room -
  - i. Wagar 132: 1080/year
  - ii. Wagar 133: 2352/year
  - iii. Glover 201: 1560/year
  - iv. Engr B101: 1248/year
- h. Questions -**
  - i. Raleigh asked which classroom is prioritized as most important.
    - 1. Dan said his first priority would be Engineering B101, then Glover, and the Wagar classrooms tied for third. However, if the Wagar classrooms receive funding, all of the Wagar general assignment classrooms will have been renovated.
  - ii. Raleigh asked if it would be possible to separate the Wagar classrooms and only fund one.
    - 1. Yes, while the classrooms are included in same proposal, they are separate projects with separate budget opinions.
  - iii. Nick asked if the upcoming donations expected to be given to Engineering could go towards renovating Engineering B101.
    - 1. No, typically that money goes towards programs, research and scholarships, not towards facilities. Also, the department does not own that classroom as it is a general assignment classroom.
- i. Legitimacy Vote -**
  - i. Jeff moved to legitimize all classroom remodels.
  - ii. Rachel seconded.
  - iii. All in favor: 8
  - iv. All opposed: 0
  - v. Abstained: 0
  - vi. Projects are legitimized.