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Approved

**MINUTES OF THE FACILITIES PLANNING COMMITTEE MEETING
CLARION UNIVERSITY OF PENNSYLVANIA
CLARION, PENNSYLVANIA
October 25, 2012 – 3:15 p.m.
Carrier Building, Room 114**

Members Present: Chairman Jon Beal, Diana Brush, Devin Earney (Student Senate), YooJin Ha, Marlene Kennedy, David Love, Jennifer May, Michael McConnell, Jessica Miller (Green Team), Ray Puller, Ric Taylor

Others Present: Jack Hubauer, Brenda Polatty, Rein Pold, Steve Selker

I. Approval of Minutes – The September 27, 2012 minutes were approved as presented.

II. Additional Agenda Items: Diana Brush requested a discussion of the following.

1. Garden Plot near Admissions
2. Parking Spaces by Egbert

III. Old Business:

Items in Progress:

1. Facilities Master Plan – Rein Pold/Ric Taylor

Since the contract for the Facilities Master Plan has now been completed Rein deferred future reporting to Ric Taylor. Ric indicated that he has been in touch with Perkins Eastman Architects and they are now considering at a time line. Due to the nature of the Master Plan it is a broad-based issue which is moving forward. Committee members will be notified if/when any input meetings are necessary by the Facilities Planning Committee. Jon questioned whether or not input from the committee may be needed during summer months when faculty are typically unavailable; and, it was noted efforts will be made to communicate in advance if meetings would be needed during that time frame.

2. Becht Hall – Ric Taylor

Ric reported renovation work is progressing and the project is in good condition overall; although, there were some minor delays recently which involved paperwork.

3. Tippin – Ric Taylor

There was to be a meeting held October 18 in Harrisburg whereby the DGS design team was slated to meet with the architectural team; however, that meeting was cancelled and rescheduled for October 30. The October 30 meeting was then also delayed; and, we will be notified when it is to be rescheduled in Harrisburg. Once that meeting takes place the project will progress to the on-campus stage.

4. Venango – Ric Taylor

Since Debbie Sobina was unavailable for the meeting today, Ric reported that the SIM Laboratory and storm drainage projects were completed. Bids were scheduled to be opened today regarding the next anticipated project, which is slated to be masonry repair work to the Rhoades Center.

5. Environmental Subcommittee – Jessica Miller, Green Team

Jessica reported that Cindy Grant's October speaking engagement on campus was very successful. Recycling efforts during Autumn Leaf Festival were less than desirable; however, she is hopeful that improvements can be made for next year. On campus the team is working to place recycling bins at Ralston, mainly due to interest by University employees in that location, and Carlson Library due to the high traffic volume.

6. Apple Sculpture – Rein Pold

In progress/No report

7. Bell Tower/Becker Hall/Stevens Hall – Ric Taylor

Any considerations of the Bell Tower are currently "on hold" since the architects may possibly re-work that area as part of the Master Plan due to its congested nature. Rather, attention will now be focused on Stevens Hall in which upgrades are slated to begin immediately following spring commencement, 2013, so as not to disrupt classes.

8. Reinhard Villages Sidewalk – Ric Taylor

Ric spoke recently with Michael Keefer in the Foundation. The application should be ready by month end to be sent to Clarion Borough who ultimately will then file necessary paperwork with PENNDOT. Some progress was noted in that West Penn completed items dealing with the utility pole placements.

9. Bus Service – Rein Pold

Rein reported that a meeting was held October 11 with representatives from Area Transportation Authority, Monroe Township, and Clarion University wherein discussion focused on covering areas of the on-campus loops that would allow better access for students with evening classes and organizational meetings. ATA is exploring the feasibility of additional coverage capabilities. A Student Open Forum has been scheduled for Thursday, November 8, at 7:00 p.m. in Carlson, Level A, so that representatives can meet again with students to discuss transportation related items. David will draft an announcement in an effort to involve as many students/constituents as possible. Rein noted the contract is due to end June 30, 2013; however, PENNDOT has approved ATA for an additional term.

10. Hiking Trail – Ric Taylor

Following last month's meeting, the University worked through details of a contract with Northwestern Trail Association; however, it was discovered the trail would intersect with various property venues other than those exclusively with the University, such as private land owners and Clarion University Foundation, Inc. Further discussion and investigation will be necessary in order to attain a larger agreement than originally anticipated.

IV. New Business:

1. Winter Weatherization Conditions - Ric Taylor

It was noted that under extreme weather conditions, Clarion University typically does not cancel classes; although, students, faculty, and staff are encouraged to exercise their best judgment in regard to traveling. Discussion followed regarding instances such as commuting students who arrive on campus to find class has been cancelled in the event faculty members are unable to get to campus. Potential suggestions were given for revisions to the overall notice; and, it was suggested that David relay those concerns through the President's Executive Council. However, due to the severe weather forecast for next week, he will circulate an announcement soon for the List-serv based on last year's announcement.

MOTION: Rein made a motion that David Love speak with the President's Executive Council regarding concerns the Facilities Planning Committee has regarding the current severe weather policy. Diana seconded; motion carried.

2. Garden Plot/Admissions – Ric Taylor

Diana questioned whether additional perennials could be placed in the garden plot area since summer vegetation has been removed. Due to the location it is a highly visible area across from Admissions. Ric indicated that, for the long-term, this is to be addressed by the Facilities Master Plan in addition to the relocation of Gemmell Park. For the short-term it will remain dormant during the winter months.

3. Egbert Parking – Ric Taylor

Diana inquired about the additional parking spaces by Egbert Hall. Ric felt those spaces were not exclusively employee parking spaces but rather for general admission. He offered to double check with Public Safety and the Parking Committee for verification purposes. He further noted that the sidewalk en route from Admissions to the Suites will eventually be a concrete sidewalk as part of the Becht Hall construction project; but, it will not be completed until the final stages of the construction.

V. Adjournment: The meeting adjourned at 4:00 p.m.

The next meeting will be held on Thursday, November 15 at 3:15 p.m., Carrier Room 114. (NOTE: The meeting will be held one week earlier due to the Thanksgiving Holiday.)