Meeting Minutes
Oct. 10, 2012
Safety and Facilities Committee
FGCU Planning and Budget Council

Location: AB-5 #210
Time: 3:30 – 5:00 p.m.

Present: Barrett Genson (Co-Chair), Director, Facilities Planning
         Steven Moore (Co-Chair), Chief UPD
         Jim Hehl, Physical Plant
         Dr. Margaret Banyan, Faculty
         Dr. Hulya Yazici, Faculty
         Dr. James Sweeney, Deans Council Rep
         Jacob Robinson, SGA Rep
         Amy Swingle, SAC Rep
         Joe McDonald, Asst VP representing EH&S
         Jennifer Baker, Office of Provost
         Dr. Mike Rollo, PBC rep
         John Wilson for Pat O’Connor-Benson, Academic & Event Technology

Absent: Ruth Rodriguez, Campus Reservation
        William Blood, Alico/Athletics

Guests: None

Meeting Summary:

1. Approved Sept minutes

2. Annual Charge - Dr. Toll provided the annual charge and additional information on refining information for physical ability to add students. Assuming 5.2% growth for Fall 2013 (700+ students = 300 FTIC + 100 transfer + 300 retention), what does room use look like if we go to 36-38 students per class. Work with Admissions and Budget committee. Results due March 1.

3. Old Business-
   a. Status of PBC Review of classroom utilization recommendations. Barrett provided a handout (white/green/yellow) providing summary of Sept 25th PBC and Att #1 & #2 from our group.
   b. Status of SFC recommendations for best utilization of office space. This is pending the faculty needs. Hiring information should be coming out in a couple weeks, then determination will be made for number of offices at Merwin, possibly 20 offices of 90 sq ft each.
   c. Process for master plan for Buckingham property—Barrett indicated that the SFC was charged to do a “preliminary master plan” for the Buckingham campus, which will be due by the end of the Spring semester, 2013. Primary responsibility for such master planning efforts will be led by the new Director, Facilities Planning, however other SFC
members will have input before approval is attained and the Buckingham MP is sent to the PBC. Margaret Banyan suggested that a design charrette might be in order to gather ideas from other related constituencies. Also, Barrett will be presenting existing information on the Buckingham campus to the Society of College & University Planners (SCUP) on 11.08.12, at the University of South Florida for possible input from that group regarding the MP of the Buckingham campus. Group will take a field trip to Buckingham in early November as many group members have never been to Buckingham. Amy will arrange.

d. Update on search for new Facilities Planning Director- 3 finalists were interviewed last week.

4. New Business-
   a. Vision to complete recommendations for classroom utilization- (continued- Ruth not present).
   b. Status of Lee Tran Task Force- Lee Tran Task Force is moving forward with 2 more meetings before disbanding. This is one of the concurrency issues: Lee Tran, utilities, and San Carlos Fire.
   c. Status of CEP- Phase #3 for CEP expansion likely to cost $9million.
   d. Classroom construction standards- continues- Ruth not present)
   e. Furniture replacement- item killed, no subcommittee needed.
   f. Other safety issues
      i. UPD will draft a skateboard/bikes under covered walkway regulation- need to add item involving enforcement.
      ii. Parking Services in conjunction with Parking Committee to develop Parking Lot & Garage sign plan and submit to this committee.

5. NEXT MEETING: November 14th 3:00-4:30pm AB-5 #210
   a. Office of Registrar (Sue) requested to attend to explain to the committee some of the scheduling issues involved in maximizing room utilization.