The Safety and Facilities Committee has eight specific areas of concern for the Master Plan to address in the current planning cycle. Each of these areas is currently in need of some degree of immediate attention, as well as planning to prepare for the anticipated future growth. Once the Master Plan proposes actions to address these specific areas, the SFC will propose recommendations for implementation.

1. Standardization of flow on campus for all types of traffic.
   
   a. Provide safe and efficient segregation for dissimilar types of traffic (e.g.: motor vehicles, golf carts, bicycles, skateboards, pedestrians)
   
   b. Integrate a campus core traffic pattern for covered walkways (pedestrian) and a campus thoroughfare traffic pattern on the loop road and backsides of buildings (motor vehicles, golf carts, bicycles, skateboards).
   
   c. Includes but is not limited to marked traffic ways and designated parking locations for “green” vehicles such as golf carts, bicycles, skateboards, scooters and the like.

2. Types and locations of signage for traffic and way-finding for first time visitors.
   
   a. Easily modified signage for strategic vehicular and pedestrian intersections.

3. Recommendations for campus lighting to strike a balance between safety, energy efficiency, and wildlife needs.

4. Campus Facilities
   
   a. Recommendations for the amount and types of space to address anticipated staffing levels and event/programming levels during the Master Plan cycle.
   
   b. Anticipated staffing and budget requirements for facility maintenance and operations to ensure the most advantageous life-cycle cost of campus buildings and infrastructure.

5. Comprehensive emergency communication system for the campus community
   
   a. Emergency signs in classrooms, corridors, and other public spaces
   
   b. Mass communication to the campus community in the event of an emergency

6. Recommended types and locations for additional recreational and leisure spaces to meet the needs imposed by projected campus growth.
a. Informal indoor and outdoor gathering locations

b. Structured recreation areas

7. Standards for Facility Security and Management

   a. Standardized policy for locking buildings and securing space.

      i. Explore hardwiring of interior locks for new construction to reduce recurring labor costs.

   b. Standardized energy conservation policy to turn off lights in classrooms and offices during periods of non-use and off-hour use.

      i. Explore automated systems to assist with this implementation.

8. Identify and quantify present space utilization rates based on type of space.

   a. Categorize space in categories of classroom, multi-purpose space, recreation space, leisure space, conference rooms and the like.

   b. Identify metrics for space growth that can be tied to student enrollment and faculty/staff growth.

   c. Identify metrics for space growth that can be tied to facility maintenance and operations.
1. **Campus Master Plan Update - 2010:**
   
a. Agreement has been signed with L.D. Astorino & Associates, LTD.
   
b. Kick-off meeting was held on 3/1/10 with Dr. Bradshaw, Dr. Toll and Dr. Shepard. Astorino briefly shared their background and expertise in this matter and provided a general description of their services in the CMP process.
   
c. In general, the CMP Update process involves only the main campus, however use of the Buckingham property may be included as part of the process.
   
d. The Core Services to be part of the CMP Update—2010 will include the following:
      - Academic Mission of the University
      - Academic Program Element
      - Urban Design Element
      - Land Use Element
      - Academic Facilities Element
      - Support Facilities Element
      - Student Housing Element
      - Recreation and Open Space Element
      - General Infrastructure Element
      - Utilities Element
      - Transportation Element
      - Intergovernmental Coordination Guidelines
      - Conservation Element
      - Capital Improvements Element
      - Architectural Design Guidelines
      - Landscape Design Guidelines
      - Facilities Management Element
      - Coastal Maintenance Element
      - Future Conditions Map Updates
      - Space Utilization Analysis (Not part of the original scope, but will be included.)
   
e. As part of the next step in the CMP process, Dr. Bradshaw requested that Astorino provide an overview of the CMP process to the Executive Committee for their information and input.
   
f. **Note:** The CMP Update will take approximately 12 - 14 months to complete. Therefore, the CMP Update for 2010 should be completed by 5/1/11.

2. **Summary Report of Resources Requested on the Five Year Enrollment Projection Plan for Administrative Services Positions**

3. Safety & Facilities Committee Update--*The SFC met on 3/29/10 and reviewed the (8) concerns developed by the Committee after months of review. Such concerns have been passed on to the Campus Master Plan consultant for review and discussion at our 4/26/10 meeting.*