Meeting Minutes
April 8, 2014

Safety and Facilities Committee

Location: AB-5 #210
Time: 3:00 – 4:30 p.m.

Present: Jim Hehl, Director, Physical Plant
Ruth Rodrigues, Director, Campus Reservations
Dr. Mike Rollo, V.P., Student Affairs
Dr. Richard Behr, Dean, College of Engineering
Tom Mayo, Director, Facilities Planning
Tamera Baughman, Facilities Planning
Betsy Dillingham, SAC Representative
Pat O’Connor-Benson, Academic & Event Technology
Rhonda Holtzclaw, Director, Environmental Health & Safety
Michael Sudler, Student Government Representative
Jenna Enomoto, Faculty
Joe McDonald, Assistant V.P., Admin Services & Finance

1. Minutes from March Approved – Motion to approve by Betsy Dillingham, Second by Jenna Enomoto

2. Old Business:
   a. Provost’s Charge
      i. Improve vehicular traffic movement with change to the class schedule –
         Reviewed by Faculty Senate. They are asking Administration to consider a
         morning start time of 7:30 instead of 7:00 a.m.
         Noted: Any extension of the daily class schedule will necessarily extend
         the operating hours and budgets of several support services and
         university departments.
         Noted: Students will prefer extended daily class schedules that lengthen
         the end of the day, with more or later night classes.
      ii. Maximize facility utilization – Building Surveys
          1. A Final Draft Report was reviewed, with motion by Jenna Enomoto to
             accept the format. Second by Betsy Dillingham.
          2. A few entries were overlooked, but will be added to the list.
          3. Clarification that the list is not yet evaluated for priority, preference, or
             feasibility will be included on the report Cover.
b. Furniture Replacement Update: PSCAC (RR)
   i. Ruth R. offered update of project status, and noted PSCAC had approval for moving forward with a summer installation, in time for the beginning of Fall Semester.

3. New Business:
   a. Rhonda Holtzclaw asked about the possibility of providing a ramp/bridge across the swale between the Health Services and Controller’s modular buildings.
   b. Jenna Enomoto inquired to see if an official name had been assigned to the Library Lawn. Campus Reservations routinely uses “Library Lawn.” Campus Master Plan uses “Great Lawn.” No decision made.
   c. Dr. Behr asked that security of the new Emergent Technologies Institute be included in a future SFC meeting agenda.

4. Update list of Active Projects:
   a. Enhancements to the Main Entrance – To Begin in April or as soon as practical, considering coordination must take place with Lee County Utilities and their own schedule for construction in the same location.
   b. South Access Road – Awaiting funding and permitting.
   c. Student Recreation Center – Awaiting funding.
   d. Campus Master Plan – Ongoing.
      i. CMP Presentation at 4/21/15 BOT Meeting.
      ii. Public Information Meeting on 5/13/15.
      iii. Public Hearing and Start of the 90-day Review Period on 6/10/15.
      iv. Final Review and Adoption by BOT at the December 2015 BOT Meeting.

5. Next Meeting: May 13, 2015, 3:00 – 4:30, EH 210
   a. This will be the last meeting until Fall Semester.
6. **Update list of active projects**
   a. Summary by Tom Mayo.
   b. ETI is expected to be complete January 2016. No decision yet on scheduling of classes at the location.
   c. Campus Master Plan will begin a mandatory 90 day public review on June 10th. It will be reviewed and potentially adopted by the Board of Trustees at their December 11th meeting.

7. **Next Meeting:** April 8, 2015, 3:00 to 4:30, **EH 210**