

## Physical Environment Committee Minutes

January 27, 2016  
8:15am – 9:30am  
Lincoln Building Third Floor Conference Room

MEETING CALLED BY	Harvey Sterns
TYPE OF MEETING	University Council Committee Meeting
FACILITATORS	Harvey Sterns – Co-Conveners
NOTES SUBMITTED BY:	Laura Spray

### Members

Name	Constituent Group	Term End Date	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Absent with notice
TBD	Chairs/School Directors		
Pam Bradenstein	CPAC – at large	2017	Present
Dorothy Gruich	CPAC - at large	2018	Present
Matt Wilson	Deans	Continuous	Present
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Natalie Waksanski	GSG	2016	Present
TBD	GSG		
Zach Kisor	USG	2016	Absent
Todd Simmons	USG	2016	Absent with notice

### MINUTE APPROVAL

DISCUSSION	Approval of 11/11/2015 and 12/4/2015 minutes was requested
CONCLUSIONS	All members in attendance approved the minutes

### ***General Discussion***

- Harvey is now also chair of University Council
- Discussion on what it would take to put the Ballet Center and Quaker Square back into occupied condition
- 01/28/2016 – a historical class from Kent State is documenting the Ballet Center – and plan on submitting their report to the Library of Congress
- Ohio Board of Regents will vote in March on the University Capital Plan. Note we asked for @\$32 million we are hoping for @\$18 - \$20 million
- Steve received an issue brief – a student wondering why the university doesn't repair the roads around the university. Steve and Nathan will respond to the request. FYI, the university owns very few of the main roads around the university.
- Zook Hall – renovations are behind. The university and contractors are working on a new completion date. Offices might move - classes will not till building is completed. Building is @80% done
- InfoCision Stadium – is having issues with the railings along the field. University is working with the contractor
- Motion to adjourned at 9:26am

### ***Old Business***

### ***Next Meetings***

**Meetings Schedule: all meetings are at 8:15am in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- Wednesday, February 17
- Wednesday, March 16
- Wednesday, April 13
- Wednesday, May 11
- Wednesday June 15
- Wednesday, July 13
- Wednesday, Aug 17

## Physical Environment Committee Minutes

**February 17, 2016**  
**8:15am – 9:30am**  
**Lincoln Building Third Floor Conference Room**

<b>MEETING CALLED BY</b>	Harvey Sterns
<b>TYPE OF MEETING</b>	University Council Committee Meeting
<b>FACILITATORS</b>	Harvey Sterns – Co-Conveners
<b>NOTES SUBMITTED BY:</b>	Laura Spray

### Members

<b>Name</b>	<b>Constituent Group</b>	<b>Term End Date</b>	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Absent with notice
TBD	Chairs/School Directors		
Pam Bradenstein	CPAC – at large	2017	Present
Dorothy Gruich	CPAC - at large	2018	Absent with notice
Matt Wilson	Deans	Continuous	Absent with notice
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Natalie Waksanski	GSG	2016	Absent with notice
TBD	GSG		
TBD	USG		
Todd Simmons	USG	2016	Absent

### MINUTE APPROVAL

<b>DISCUSSION</b>	Approval of the 1/17/2016 minutes was requested
<b>CONCLUSIONS</b>	Unfortunately, we did not have enough members present to vote

### ***General Discussion***

- Steve reports...

To get the Ballet Center basically operational would be @\$9 million. To get it restored correctly would be @\$13 million.

To get Quaker Square basically operational would be @\$17.5 million. To get just a little bit better would be @\$24 million.

Note, in the January minutes the class from Kent is coming two days a week for a class project documenting the Ballet Center

Went over in detail the Capital Planning and Facilities Management as reported at the university board meeting – the report can be found on the Board of Trustees web page -

<http://www.uakron.edu/bot/docs/2016/Board%20Book%20for%2010%20February%202016%20updated%202%2011%202016.pdf>

- The issue brief from a student wondering why the university doesn't repair the roads around the university is being worked on by Steve, Nathan and Jared Coleman
- This committees goals have been accepted by University Council
- The safety of our students and employees, in regard to lack of university portals, lighting and campus police. The committee is requesting that Dave Tiller; Director Environment Health and Safety to give a summary of what the university does for our students and employees and answer any questions and concerns we have.
- Motion to adjourn

### ***Next Meetings***

**Meetings Schedule: all meetings are at 8:15am in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- Wednesday, March 16
- Wednesday, April 13
- Wednesday, May 11
- Wednesday June 15
- Wednesday, July 13
- Wednesday, Aug 17

## Physical Environment Committee Minutes

March 16, 2016  
8:15am – 9:30am  
Lincoln Building Third Floor Conference Room

MEETING CALLED BY	Harvey Sterns
TYPE OF MEETING	University Council Committee Meeting
FACILITATORS	Harvey Sterns – Co-Conveners
NOTES SUBMITTED BY:	Laura Spray

### Members

Name	Constituent Group	Term End Date	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Present
TBD	Chairs/School Directors		
Pam Bradenstein	CPAC – at large	2017	Present
Dorothy Gruich	CPAC - at large	2018	Present
Matt Wilson	Deans	Continuous	Absent with notice
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Natalie Waksanski	GSG	2016	Present
TBD	GSG		
TBD	USG		
Todd Simmons	USG	2016	Absent

### MINUTE APPROVAL

DISCUSSION	Approval of the 1/27/2016 and 2/17/2016 minutes was requested
CONCLUSIONS	All members in attendance approved the minutes

### ***General Discussion***

- The agenda was approved – by all those present
- Steve Myers reported
  - Zook Hall - contractor work should be completed @ 5/27
  - Law School construction found an old system. Rumors had started that this was an underground railroad – NOT TRUE! Today, reviewing bids for furniture.
- Major Dale Gooding – from The University of Akron police department came and talked with us about the safety on our campus. Below are a few of the items he mentioned.
  - There are 38 full time police officers
  - #1 crime is theft
  - The UOA police are here 24/7
  - Campus student patrols
  - Alice program – a 50 min class – UOA are sending officers to get certified in order to train others
  - They have done a women's self-defense class
  - When you have a question or concern – call dispatch
  - Crime status report for the university is on their web site - <http://www.uakron.edu/safety/police/> review the Clery Report
  - If someone sees a light out - call dispatch
  - Student groups do campus safety checks
  - He talked about guns on campus – for details call dispatch
  - UOA police and Akron police work very close together
  - When in doubt – call dispatch
- After Major Gooding's information – there was discussion on how-who-what should this committee recommend. Dorothy is putting a draft document together and discussion will continue on how-who and what.
- Harvey shared
  - UC formed a special committee to review the By Laws returned to them from the board
  - This UC special committee will update, at the April UC meeting and a possible vote on changes at the May meeting
  - HLC coming back within the year
- Motion to adjourn

### ***Next Meetings***

**Meetings Schedule: all meetings are at 8:15am in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- Wednesday, April 13
- Wednesday, May 11
- Wednesday June 15
- Wednesday, July 13
- Wednesday, Aug 17

## Physical Environment Committee Minutes

**April 13, 2016  
8:15am – 9:30am  
Lincoln Building Third Floor Conference Room**

<b>MEETING CALLED BY</b>	Harvey Sterns
<b>TYPE OF MEETING</b>	University Council Committee Meeting
<b>FACILITATORS</b>	Harvey Sterns – Co-Conveners
<b>NOTES SUBMITTED BY:</b>	Laura Spray

### Members

<b>Name</b>	<b>Constituent Group</b>	<b>Term End Date</b>	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Absent with notice
TBD	Chairs/School Directors		
Pam Brandenstein	CPAC – at large	2017	Present
Dorothy Gruich	CPAC - at large	2018	Present
Matt Wilson	Deans	Continuous	Present
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Natalie Waksanski	GSG	2016	Present
TBD	GSG		
TBD	USG		
Todd Simmons	USG	2016	Absent

### MINUTE APPROVAL

<b>DISCUSSION</b>	Approval of the 3/16/2016 minutes was requested
<b>CONCLUSIONS</b>	All members in attendance approved the minutes

### ***General Discussion***

- The agenda was approved – by all those present
- Steve Myers reported
  - Law school – all renovations should be done @June 2017
  - Education moving to Zook, Law school moving to Central Hower @end of May – beginning of June – as renovations start and complete moving will happen
  - Aramark - Robs will be down for the summer for renovations, Steak N Shake coming this summer to a location on Exchange, a Mexican food provider will be coming to the Student Union
  - Auburn Science - career center will have some renovations, this is being paid for from donations
  - Center for the History of Psychology – Kick off campaign to raise money for exhibits is starting
  - The Capital Plan - state funding was approved last night, reviewing the details
- Discussions
  - Pot holes on campus – Parking organizes these fixes and depending on where they are located the university will work with the city on repairs
  - What to do with Quaker and the Ballot Center
  - University Council – passed a recommendation to ban smoking – this will now go to the president for consideration – if approved by the president he will take to the BOT
- Dorothy – working on a safety reminder
- Surveys
  - The last survey – identified items within the classroom that had issues, example room temperature, projectors or other equipment that was not working in the room
  - Maybe notify campus employees – email or email digest as to whom to call when there is a room issue
  - Every two years the university submits a capital plan to the state. In @ a year do a survey closer to the development of that plan to get employee input related to the capital plan
- Motion to adjourn

### ***Next Meetings***

**Meetings Schedule: all meetings are at 8:15am in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- Wednesday, May 11
- Wednesday June 15
- Wednesday, July 13
- Wednesday, Aug 17

## Physical Environment Committee Minutes

**May 11, 2016**  
**8:15am – 9:30am**  
**Lincoln Building Third Floor Conference Room**

<b>MEETING CALLED BY</b>	Harvey Sterns
<b>TYPE OF MEETING</b>	University Council Committee Meeting
<b>FACILITATORS</b>	Harvey Sterns
<b>NOTES SUBMITTED BY:</b>	Laura Spray

### Members

<b>Name</b>	<b>Constituent Group</b>	<b>Term End Date</b>	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Absent with notice
TBD	Chairs/School Directors		
Pam Brandenstein	CPAC – at large	2017	Present
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Matt Wilson	Deans	Continuous	Absent with notice
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Absent with notice
Natalie Waksanski	GSG	2016	Absent with notice
TBD	GSG		
TBD	USG		
Todd Simmons	USG	2016	Absent

### MINUTE APPROVAL

<b>DISCUSSION</b>	Approval of the 3/16/2016 minutes was requested
<b>CONCLUSIONS</b>	Unable to approve because we didn't have quorum

### ***General Discussion***

- Because of not having quorum, those present had discussions no motions or votes were executed
- Terry Daugherty the appointed Chair/Director has a conflicting meeting with our Wednesday 8:15am meeting time. Because summer and fall classes are not all established yet. The group chooses to leave our Wednesday 8:15am till Fall.
- An Annual report is due to University Council. Harvey and Ann will summarize this committees accomplishments
- Steve Myers reports
  - Some Law school employees are moving to Central Hower
  - Law school administrative areas will move to finished rooms in the new area of the Law building this fall
  - Zook
    - Education moving in June
    - Contractors have small items to finish
    - Contractors have been a challenge
    - The art committee for this building has ask 3 sources to send their concepts within the next 6 weeks
  - Infrastructure is HIGH on the university plan
  - Steve asked if this group would like to tour a building. – Tentative - June 15<sup>th</sup> we'll visit Law school
- Discussion continues of buildings not being used but not on the demolition list.
- Add to goals that this committee be in the coordination of moves of departments on campus.

### ***Next Meetings***

**Meetings Schedule: all meetings are at 8:15am in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- Wednesday June 15
- Wednesday, July 13
- Wednesday, Aug 17

## Physical Environment Committee Minutes

**June 15, 2016  
8:15am – 9:30am  
Law School**

<b>MEETING CALLED BY</b>	Harvey Sterns
<b>TYPE OF MEETING</b>	University Council Committee Meeting
<b>FACILITATORS</b>	Harvey Sterns
<b>NOTES SUBMITTED BY:</b>	Laura Spray

### Members

<b>Name</b>	<b>Constituent Group</b>	<b>Term End Date</b>	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Present
TBD	Chairs/School Directors		
Pam Brandenstein	CPAC – at large	2017	Present
Dorothy Gruich	CPAC - at large	2018	Absent with notice
Matt Wilson	Deans	Continuous	Present
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Natalie Waksanski	GSG	2016	Absent
TBD	GSG		
TBD	USG		
Todd Simmons	USG	2016	Absent

### MINUTE APPROVAL

<b>DISCUSSION</b>	Approval of the 4/13/2016 and 5/11/2016 minutes were requested
<b>CONCLUSIONS</b>	All members in attendance approved the minutes

### ***General Discussion***

- Toured the Law School
- Steve Myers reports
  - The state signed the capital plan getting @\$18.5m
  - Zook
    - Education moving in June
    - Small elevator issues

### ***Next Meetings***

**Meetings Schedule: all meetings are at 8:15am in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- Wednesday, July 13
- Wednesday, Aug 17

## Physical Environment Committee Minutes

**July 13, 2016**  
**8:15am – 9:30am**  
**Lincoln Building Third Floor Conference Room**

<b>MEETING CALLED BY</b>	Harvey Sterns
<b>TYPE OF MEETING</b>	University Council Committee Meeting
<b>FACILITATORS</b>	Harvey Sterns
<b>NOTES SUBMITTED BY:</b>	Laura Spray

### Members

<b>Name</b>	<b>Constituent Group</b>	<b>Term End Date</b>	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Present
TBD	Chairs/School Directors		
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Dorothy Gruich	CPAC - at large	2018	Present
Matt Wilson	Deans	Continuous	Absent with notice
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Natalie Waksanski	GSG	2016	Absent
TBD	GSG		
TBD	USG		
Todd Simmons	USG	2016	Absent

### MINUTE APPROVAL

<b>DISCUSSION</b>	Approval of the 6/15/2016 minutes were requested
<b>CONCLUSIONS</b>	All members in attendance approved the minutes

## ***General Discussion***

- Steve Myers reports
  - No grand projects
  - Following the Capital plan – 30-40 projects
  - 60-90 days till state releases funds for projects
  - Priority – Auburn – issues with bridge and stairs
  - Trying to determine where to relocate the Crystal Room – because of the demolition of Grant Note-to move to Quaker would cost @\$800,000
  - Elevators in Auburn Science – North tower need maintenance
  - Zook move in...  
General contractor issues  
Elevator almost done – hopefully this week  
7/22 inspection taking place
  - Bids are going out for
    - UAPD relocation
    - Polskys exterior renovations
    - Roof replacements
  
- Discussion on demolition of Wonder Bread
  - The Radiator shop on that block is not going any place and is now under new ownership. The Tresaso building that sits on that same block is scheduled for demolition in 2018. Steve made a motion, that since we cannot wipe out the whole block in the 2016-2018 time frame that we put the dollars set aside at this time for demolition of Wonder Bread towards critical repairs. Laura second. All attending approved.
  
- Discussion on the usage of the presidents' house
  - We'll discuss more at a later date. Steve will look into a tour of the house after it is vacant.
  
- Discussion on campus safety. Before we go to far into this lets see what our Health and Safety on campus is doing first. Dorothy will coordinate a visit from Health and Safety to our next meeting.
  
- Committee members will tour Zook Hall – on Wednesday, July 20
  
- Harvey - University Counsel updates
  - The administrative member on the sub committees only has voting rights at the sub committee meetings not the university council meetings.
  - Physical Environment needs to turn in its annual report

## ***Next Meetings***

**Meetings Schedule: all meetings are at 8:15am in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- To be determined

## Physical Environment Committee Minutes

**August 17, 2016  
8:15am – 9:30am  
Lincoln Building Third Floor Conference Room**

<b>MEETING CALLED BY</b>	Harvey Sterns
<b>TYPE OF MEETING</b>	University Council Committee Meeting
<b>FACILITATORS</b>	Harvey Sterns
<b>NOTES SUBMITTED BY:</b>	Laura Spray

### Members

<b>Name</b>	<b>Constituent Group</b>	<b>Term End Date</b>	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Present
TBD	Chairs/School Directors		
Pam Brandenstein	CPAC – at large	2017	Present
Dorothy Gruich	CPAC	2018	Present
Don Visco	Deans	Continuous	Present
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Natalie Waksanski	GSG	2016	Absent
TBD	GSG		
TBD	USG		
TBD	USG		

### MINUTE APPROVAL

<b>DISCUSSION</b>	Approval of the 7/13/2016 minutes were requested
<b>CONCLUSIONS</b>	All members in attendance approved the minutes

## ***General Discussion***

- Welcome – Dean, Don Vosco
- Next month's meeting will be Sept 8 at 8:15am in the LINC 3<sup>rd</sup> floor conference room. Fall faculty and student schedules should be known by then.
- Harvey – received requests from UC
  - Graduate School is requesting to move to central campus. See attached correspondence. There was discussion. Then a motion was made, for Steve to research space availability on central campus. Motion approved by all.
  - Geography requested to move from CAS to Crouse. See attached correspondence. There was discussion. Then a motion was made, for Steve to verify the location to consolidate the areas into one best location. Motion approved by all.
- Steve Myers reports
  - Zook Hall – Occupancy was given on Monday (8/15), with move in on Tuesday (8/16). Be aware that there is minor finish up work being done.
  - Law School – 1<sup>st</sup> phase four classrooms ready for fall. 2<sup>nd</sup> phase the administration offices moving in September. 3<sup>rd</sup> phase the completion summer 2017
  - 9/22 – open house – ASEC College of Engineering Career Center renovations. This project was all donor funded and a small state grant
  - Armark finished improvements in Robs, Stake and Shake has opened, Starbucks moved to Bierce, Einstein Bros has moved to Union Market
  - Outside Bierce Library – vault work being done. Found additional issues when initially started - looks to be done in October
  - The state has asked for details on Item 4 of the Capital Plan. General renovation.
  - Elevator work on North tower needs done now
  - IT networking - @\$6.5M – see item 8 on the Capital Plan – bids going out
  - Negotiations are on with Martin Center
- Guest David Tiller; Director Environment Health and Occupation Safety
  - Dave, attended our meeting to inform us what safety measures are happening on campus
  - Mass notification – testing warning system – inside and out
  - Storm ready 1<sup>st</sup> in North East Ohio
  - Our lightening procedures – will be recognized this fall
  - Radiation safety
  - Faculty are responsible for the health and safety of the students in their classroom. The EHOS office oversees.
  - UA is in compliance at this time.
  - His office offers CPR training to staff
  - Visit the EHOS web site - <http://www.uakron.edu/safety/eohs/>
  - They need help, in electrical safety in all rooms on campus. Example, too many cords plugged into one outlet
- Space planning issues
  - Simmons hall – the whole building needs re-looked at – ASAP
  - There was a discussion:
    - Simmons was originally designed and constructed to be a one-stop shop for students
    - The committee would like to talk with Jim Haskell – Manager Construction and Space Planning – on space allocating at the university
  - After the discussion – Steve, made a motion to research the space allocation in Simmons Hall, and keep the one-stop shop concept for student services – seconded – motion approved by all present
- Harvey - University Counsel
  - It was recommended that this committee visits – university owned buildings on Wolf Ledges
  - Research options for the presidents house
  - Physical Environment needs to turn in its annual report and goals to UC

*Meeting ended - at 10:15am*

*Next Meetings*

**Meetings Schedule: all meetings are at 8:15am in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- To be determined

## Physical Environment Committee Minutes

**September 8, 2016  
12:30 pm – 2:00 pm  
Lincoln Building Third Floor Conference Room**

<b>MEETING CALLED BY</b>	Harvey Sterns
<b>TYPE OF MEETING</b>	University Council Committee Meeting
<b>FACILITATORS</b>	Harvey Sterns
<b>NOTES SUBMITTED BY:</b>	Laura Spray

### Members

<b>Name</b>	<b>Constituent Group</b>	<b>Term End Date</b>	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Present
TBD	Chairs/School Directors		
Pam Brandenstein	CPAC – at large	2017	Present
Dorothy Gruich	CPAC	2018	Present
Don Visco	Deans	Continuous	Present
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Natalie Waksanski	GSG	2016	Absent
TBD	GSG		
TBD	USG		
TBD	USG		

### MINUTE APPROVAL

<b>DISCUSSION</b>	Approval of the 8/17/2016 minutes were requested
<b>CONCLUSIONS</b>	All members in attendance approved the minutes

### ***General Discussion***

- There was a motion to approve the agenda – Harvey asked that a topic be added to the agenda to discuss allocation of space in Quaker. Discussion item added and motion to approve agenda was approved by all.
- Guest – Jim Haskill; Manger Construction and Space Planning
  - The university reports all space to the Ohio Board of Regents in February.
  - Reports form Human Resources update him on the where a bouts of most of the employees
  - Costs run \$2.50-\$5 per sq. foot for a move, plus phones, technology, etc.
  - Forced moves are paid for by the university. Requests moves are paid for by the department.
- Steve Myers reports
  - SHS – air-conditioning is not fully working. Contractor are on the seen now
  - It's reported that Zook 108 is freezing
  - Steve, asked Jim to come talk and offer suggestions on a form and process for the campus community to request moves. Discussion:
    - Add an anticipated move date
    - Reorder signature approval
    - Adding a cover letter stating more detail information
    - There are @20 of these such moves a year
  - The Geography move has happened
  - Steve, received an email request of new recruiter employee space being needed and suggesting that they be placed where Military Services is in Simmons. Discussion:
    - Simmons Hall needs a visit by Jim to determine the space available and possible relocation of departments before a recommendation can be made by this committee. Jim will report back next meeting
    - Jim passed out detailed building and room specs to the committee members for their review
  - Auburn Science – up date of the elevator
    - Much to plan and coordinate so the project hits the ground running in the summer
  - It has been noticed that Auburn Science needs better signage. Discussion
    - Color coordinate by tower
    - New room numbering conventions
    - Don, has suggested that the engineer student final project a team designs an app – Steve states best practice is to not post detailed building plans on the web
  - Law school students are in their new classrooms
- Meeting dates and times where discussed
  - All at 12:30 – 2
  - Oct 6 – Nov 3 – Dec 1

***Meeting ended - @2:00pm***

### ***Next Meetings***

**Meetings Schedule: all meetings are at 12:30 pm in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- Thursday, October 6
- Thursday, November 3
- Thursday, December 1

## Minutes

### Physical Environment Committee

October 6, 2016

In attendance: Harvey L. Sterns, Chair, Stephen Myers, Appointed Administrator, Ann Hassenpflug, Vice Chair, Terry Daugherty, Shawn Stevens, Don Visco, Dorothy Gruich, Asritha Nallapaneni, Pamela Brandenstein

Excused: Laura Spray, Secretary, Chase Swaney

The meeting was called to order by the chair at 12:35pm. The agenda was approved with the addition of Zook Hall.

There was discussion based on H. Sterns's visit to Zook Hall. He raised the issue regarding the fact that there was not a directory indicating faculty offices and their number. Mr. Myers explained that it is up to the College of Education to provide such a directory if desired. Another issue discussed was the need for furniture modification or blinds adjustment. Faculty are to make formal requests.

The group then discussed the formal space allocation process and the routing form for approvals at various levels. After review of requests the Chair will sign and then the form will be forwarded to UC for formal approval. The committee discussed and approved space allocation request 12000-398 for Audio Visual Equipment Storage, 12000-401 Convert lab space to private office and student work station and 12000-402 Research Storage Space. Attached are copies of the routing forms and attachments.

Harvey Sterns, Acting Secretary

## Physical Environment Committee Minutes

November 3 2016  
12:30 pm – 2:00 pm  
Lincoln Building Third Floor Conference Room

MEETING CALLED BY	Ann Hassenpflug
TYPE OF MEETING	University Council Committee Meeting
FACILITATORS	Ann Hassenpflug
NOTES SUBMITTED BY:	Laura Spray

### Members

Name	Constituent Group	Term End Date	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Absent with notice
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Present
Terry Daugherty	Chairs/School Directors	Continuous	Present
Pam Brandenstein	CPAC – at large	2017	Present
Dorothy Gruich	CPAC	2018	Present
Don Visco	Deans	Continuous	Present
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Chase Swaney	GSG	2017	Absent with notice
Asritha Nailapaneni	GSG	2017	Absent
Nick Golina	USG	2017	present
TBD	USG		

### MINUTE APPROVAL

DISCUSSION	Approval of the 10/6/2016 minutes were requested
CONCLUSIONS	All members in attendance approved the minutes

### ***General Discussion***

- Agenda was revised to include discussion on Renewal Energy item and Zook Hall work list. Those in attendance approved the additions
- Steve reports The School of Art is setting up a pop up art gallery at Quaker Square – Dec 3 there will be an Art walk
- Nick Golina brought to our attention that he submitted a request on Renewal Energy to University Council. The request is asking for a committee to be established to research the investment into the right company for renewal energy. Item will be added to December's meeting for review. Steve, suggested that he bring in those responsible for the university energy to come talk with us at the February or March meeting.
- Steve Myers reports
  - The Zook work list is tied up in legal.
    - At this time no dollars are available to finish the list of minor work left to do
    - Nothing has been submitted to PFOC on the art work. This art work is paid for by a grant
  - Law School current phase is @68% completed - next phase completion in Spring 2017 – and final phase of the library July 2017
  - Business Admin addition starting in 2018
  - HTHW – underground piping replacement - @ 4 more weeks
  - Auburn – north tower phase is starting
  - Grant and Resident Life town houses will be coming down, looking at creating a green space
  - Bits & Atoms – working on final plan with the city – 1.25M to clear and relocate current occupied area – Archives moving to ASB
  - Simmons space availability is being researched by Jim Haskell. 11 employees are being hired. Wanting to keep this building a One stop shop – face to face space for students
  - Working with the LeBron Family Foundation on a location in order to support these incoming students. This foundation will pay for any renovations to the location.
  - See the BOT minutes for detailed information on all capital projects

### ***Next Meetings***

**Meetings Schedule: all meetings are at 12:30 pm in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- Thursday, December 1

## Physical Environment Committee Minutes

December 1, 2016  
12:30 pm – 2:00 pm  
Lincoln Building Third Floor Conference Room

MEETING CALLED BY	Harvey Sterns
TYPE OF MEETING	University Council Committee Meeting
FACILITATORS	Harvey Sterns
NOTES SUBMITTED BY:	Laura Spray

### Members

Name	Constituent Group	Term End Date	
Steve Myers	Administrator	Continuous	Present
Harvey Sterns, Chair	Faculty Senate	2018	Present
Ann Hassenpflug, Vice Chair	Faculty Senate	2018	Present
Terry Daugherty	Chairs/School Directors	Continuous	Absent with notice
Pam Brandenstein	CPAC – at large	2017	Present
Dorothy Gruich	CPAC	2018	Present
Don Visco	Deans	Continuous	Called in
Laura Spray	SEAC	2018	Present
Shawn Stevens	SEAC – at large	2017	Present
Chase Swaney	GSG	2017	Absent
Asritha Nailapaneni	GSG	2017	Present
Nick Golina	USG	2017	present
TBD	USG		

### MINUTE APPROVAL

DISCUSSION	Approval of the 12/1/2016 minutes were requested
CONCLUSIONS	All members in attendance approved the minutes

### ***General Discussion***

- Agenda was approved.
- Grad School move – they need to fill out the Capital Planning and Facilities Management form and attach any cost information involved.
- Steve Myers reports
  - All current projects are from the capital plan. Except those that are being funded by private funds.
  - Simmons – Since 2014 areas have moved around within the building. Today everyone is able to do their jobs. However, current and future growth is being looked at for improvements
  - Bits & Atoms – details have been worked out and estimates of cost have been sent to the city. Steve showed us the proposed detailed plans. About \$3.28 million to move and renovate the area. \$1.25 million from the state grant. \$2 million will be needed from the city to move forward. No expiration dates on the grant – once started it will take UoA about 1 ½ years to complete our move out.
  - CBA - In 2012 there was an estimate and fundraising done for a building addition. This needs reviewed.
  - Next, the vault in front of Polymer building. Maintenance to the HTHW lines.
- Renewal energy
  - discussions
  - Last year – the university used about 83 million kilohertz use of electric monthly – about 9.4 cents per kilohertz – UA pays about \$8 million a year in electric
  - Question is – do we as a university want to make it our goal to be carbon neutral
  - We just went out to bid for renewal and the bids have been returned.
  - We will definitely add this item to the bid package next renewal which is in 2 years
  - Noted – the next 2 years is a recovery plan for the university – maybe in the short term find donors/grants to minimize short term costs – check out the department of Energy – green in Ohio – website
- Laura will do a poll to determine our next meetings – January 26<sup>th</sup> at 12:30 will be our next meeting – Dr. Visco has a conflict.
- Meeting adjourned at 1:48

### ***Next Meetings***

**Meetings Schedule: all meetings are at 12:30 pm in the Lincoln Building Conference Room 3<sup>rd</sup> floor**

- Thursday, February 23<sup>rd</sup>
- Thursday, March 23<sup>rd</sup>
- Thursday, April 27<sup>th</sup>