

## College-Wide Facilities Planning Committee Meeting Minutes

April 11, 2016

Seymour Union B116

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**Committee Members Present:** Lynda Cochran, Lee Cohen, Peter Dowe, Scott Haines, Erick Hart, Mark Kittleson, Frank Mancini (sitting in for Jeff Smith), Mary Jo Orzech, John Osowski, Craig Ross, Brad Schreiber, Rick Smith, Susan Stites-Doe, Wanda Wakefield (Chair), Beau Willis

**Committee Members Absent:** Leah Barrett, Chris Bazzie, Johnna Frosini, Stefan Friedrich, Kim Haines, Kim Heyward, Steve Jurek, Karen Riotto, Jeff Smith, Dana Weiss

1. The minutes of March 7, 2016 were accepted and approved.
2. North Campus Revitalization, Mr. Osowski  
The contract for this project has been executed and Albany has approved. Dr. Wakefield noted that there is a North Campus Revitalization Committee meeting next week to discuss items such as signage to aid with the upcoming summer programs. Dr. Wakefield will report back.
3. Edwards 106A Conversion to Smart Seminar Room, Mr. Mancini  
Mr. Mancini reported to the Committee that Edwards Room 106A (a small, 20 seat seminar/classroom) has been used as space with video conferencing technologies. Since other rooms across campus now have this technology, this room is not being used as much. LITS would like to take this room off line to make it an IT conference room/Telecommunications training room for the new VOIP phones. It was noted that the room would be available for others to use if needed and Peter Dowe has approved the room being taken off line for classes. There were no objections from the Committee and Mr. Mancini was directed to proceed by filling out the Space Management Form.
4. 2016 Alteration Projects, Mr. Osowski  
Mr. Osowski distributed the spreadsheet of alterations requests for 2016. He noted that the costs listed for each project is a rough estimate at this time. Mr. Osowski will get the final division rankings this week and redistribute the spreadsheet. He will also have the project descriptions scanned and uploaded to the CFPC website. Project voting will take place prior to our next meeting. It was noted that requests such as painting, can be requested via the Facilities and Planning work order system. Dr. Willis suggested a memo be sent to Deans and Directors from the Committee to remind staff about the work order system. A discussion also took place regarding classroom furniture. A tour of classrooms was suggested to identify the need.
5. Facilities Master Plan Update, Dr. Willis  
Although it has served us well, it is time we look to refresh the Facilities Master Plan to make sure the priorities conform with the Strategic Plan. Dr. Willis noted that the Strategic Planning process is starting up and will take place through next fall. Therefore, the goal is to start looking at the Facilities Master Plan this spring which may entail consultant work with preliminary studies on facilities utilization. Dr. Willis asked for feedback from the Committee on the prior Facilities Master Plan process and comments included:

- The original Facilities Master Plan was created in 2010 and since the entire Master Plan wasn't valid for the original length it was designed for, it might be more cost effective not to go too many years out.
- For the original Master Plan, there was a Facilities Master Planning Steering Committee (made up of the Vice Presidents, Provost, Chair of the CFPC and AVP for Facilities and Planning). There was also a Facilities Master Plan Advisory Committee which was made up of representatives across campus including BSG.
- Other suggestions included reaching out to the faculty in lieu of consultants or facilitators, making sure to the process is communicated to the campus community and conducting a condition assessment.

Dr. Willis will be meeting with SUCF this week and will report back at our next meeting.

6. Summer 2016 Construction Activity, Mr. Osowski

Mr. Osowski noted that representatives across campus continue to meet once a month to discuss and coordinate summer construction projects and summer events. Mr. Osowski distributed and reviewed a handout that highlighted the major construction projects and events as of April 1, 2016.

7. Capital Budget, Dr. Willis

The State budget was passed on April 1, 2016. On the operating side of the budget, SUNY did not receive any new funding. Brockport was not counting on additional funding so our financial plan has not changed. On the capital side of the budget, when the original Governor's budget came out in January, there was \$13 billion of capital funding in it. The enacted budget had an additional \$6 billion of capital. SUNY will get 1 percent of that which is \$60 million. Next year, SUNY will have \$260 million of critical maintenance funding appropriated which Brockport's allocation will now be at \$7.4 million. Of the \$260 million, they have taken 15 percent off the top (approx. \$39 million) that will be available to campuses to meet critical safety and/or health needs through a grant program. This will be one of the items Dr. Willis will be discussing with SUCF when they meet this week. Dr. Willis also noted that we paid \$9.2 million of NYPA contracts in March which will be realized savings in the third quarter. A question was raised as to whether capital funding would be used again towards additional payback on the NYPA contracts and would additional NYPA contracts be processed in the future. Dr. Willis noted that we did not pay off the full amount we originally talked about and the capital plan would be reviewed when conversations continue about paying additional to reach the amount that had been agreed upon. In regards to future NYPA projects, Dr. Willis stated that when we have an opportunity to do a project, we will look at what funding strategies are available.

8. Other

- Dr. Willis noted that the banners that were ordered for the North Campus Revitalization project turned out great. They were displayed at Orientation in the Union and Edwards and will be used again this weekend.
- Dr. Kittleson asked about the architect for the lab project in Tuttle. Mr. Osowski noted that there is a meeting coming up in next few weeks with the architect.

Next CFPC Meeting – May 16, Union, B116, 2 pm to 3:30 pm.