

Facilities Advisory Committee
University of Missouri – Kansas City

Meeting Minutes
103 General Services Building – August 5, 2008

Attendees:

Kenneth Scott Baker, Faculty Senate/ A&S, Foreign Languages
John Baumann – Academic Affairs
Dennis Cesari – Administrative Services
Curt Crespino – Advancement
Larry Eisenberg, University of Missouri System
Bridgett Johnson – Student Government Association
Lora Lacey-Haun – Dean’s Council/ School of Nursing
Karen Lavendusky – Campus Facilities Management/ Space Management
Daron McGee – Student Government Association
G. Sullivan Read – Faculty Senate, School of Biological Sciences
Ted Seligson – Faculty Senate/ A&S Architecture, Urban Planning and Design
Pamela Shane-Dillard – Staff Council/ Diversity, Access and Equity
Bob Simmons – Campus Facilities Management and Committee Chair
Ellen Suni – Dean’s Council/ School of Law

Not present: Melvin Davis – Staff Council/ School of Medicine, Tom Mardikes – Faculty Senate/ A&S Theatre, Paris Saunders – Student Affairs

Minutes:

1. Bob Simmons reviewed proposed agenda. No additional items added.
2. December 4, 2007 Meeting Minutes were approved.
3. Bob Simmons reviewed the April 15, 2008 draft UMKC Space Planning and Management – Policies and Procedures. Background points included:
 - 3.1. Formalizes UMKC policies and procedures for space use, assignment and reassignment. Reflects higher education best practices.
 - 3.2. Revised format more clearly delineates Policy from Procedure and moves Research Space Policy and Classroom Utilization Policy to Appendices.
 - 3.3. Progress presented to Provost on July 25th. Discussed committee concerns about approval process for academic space.

4. Discussion of the April 15, 2008 draft UMKC Space Planning and Management – Policies and Procedures included:
 - 4.1. Dean Suni suggested that an introductory statement on overriding criteria, such as the University Mission and Vision be added. She reiterated the specific Law School accreditation requirement with respect to control of space and handed off a copy with a number of more minor editorial, grammatical and technical corrections.
 - 4.2. It was agreed that small space requests (1,000 square feet or less involving only one department) will still be reported out to the Facilities Advisory Committee (FAC) on a Consent Agenda basis with an email and 48 hour response window. Members would have the option to remove the item from the Consent Agenda for discussion at the next regularly scheduled meeting.
 - 4.3. Dr. Read expressed concern about the class and computer lab scheduling times indicated in Appendix C – Classroom Space Utilization. Since this document is an Appendix and not produced by the FAC, the decision was made to leave the document as is.
 - 4.4. It was reiterated that available space should be reported out regularly to the Dean’s Council. This was not reflected in the current document.
 - 4.5. It was suggested that future space surveys include an area to document future space needs. Since this is a UM System document, Karen Lavendusky agreed to carry that suggestion forward to the coordinators of the survey.
 - 4.6. A final draft will be prepared by Bob Simmons and Karen Lavendusky so that committee members can carry it forward to their constituencies for approval.
5. Near Term Space Opportunities with respect to the Administrative Center, 4825 Troost/Cherry Street Dorm, Epperson House/Katz Hall and SCB/SBS were reviewed with the committee. The decisions reflected near term critical needs that needed to be addressed in the absence of the final Space Planning and Management Policies and Procedures.
 - 5.1. Dr. Read relayed the significant concern of Dean Dreyfus about the assignments in SBS and Katz Hall and indicated that those aspects of the decisions should be put on hold. There was general consensus that the issues at hand were strong evidence for the need to move forward with campus policies in this area.
 - 5.2. Bob Simmons indicated that he had been asked to join the Dean’s Council on Friday, August 8th to address this issue. Given that future discussion, it was agreed that the FAC should best move on from this agenda item.
6. Dr. Baumann discussed the intent to overlay the Research Advisory Committee for research space allocations from the Facilities Advisory Committee. The current members of the Research Advisory Committee are Dr. Carl Calkins, Dr. David Eick, Dr. Diane Filion and Dr. Kathleen Kilway. As discussed with the Provost’s office, the existing Research Advisory Committee members and appointees from the Facilities Advisory Committee would form a Joint Subcommittee on Research Space. Committee members with interest in this Joint Subcommittee where Dr. Read, Dean Lacey-Haun and Bob Simmons. It was also agreed that Mel Davis would be asked about his interest.

7. A brief campus master plan update was given. The committee asked for a calendar of key milestones leading up to the annual Capital Appropriations Request, Capital Plan and Campus Master Plan updates.
8. Robert H. Flarsheim Campus Beautification Fund history and impact presentation tabled for next meeting due to time. No additional discussion.
9. Discussed Agenda and Date for Next Meetings. Bob Simmons indicated that Fall semester meetings would be scheduled with a follow up email.

Submitted by Bob Simmons, February 18, 2009.

Approved February 27, 2009.