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APPROVED

**MINUTES OF THE FACILITIES PLANNING COMMITTEE MEETING
CLARION UNIVERSITY OF PENNSYLVANIA
CLARION, PENNSYLVANIA
Nov. 19, 2015 - 3:15 p.m.
Carrier Building, Room 114**

Members Present: Chairman Jon Beal/Mathematics, Timothy Fogarty/Finance & Administration (Ex-officio), Lisa Hepler/Registrar, Brana Hill/Student Senate, Eric Martin/Facilities Planning & Management (Ex-officio), Rein Pold/Purchasing, Adam Roberts/Faculty Senate IRC, Steve Selker/Computing Services, Daniel Shifflet/Faculty Senate IRC, Debbie Sobina/Venango, Chad Thomas/Student Affairs, Diana Brush/Career Development

I. Approval of Minutes – A. Roberts made a motion to approve the Sept, 17, 2015 minutes. D. Shifflet seconded; motion carried.

II. Old Business:

Items in Progress and/or Completed:

1. Facilities Campus Master Plan – T. Fogarty reported that the Facilities Master Plan has been completed and efforts are still being made to obtain an electronic version. Once obtained from Perkins Eastman it will be shared with committee members and posted to the Clarion website.
2. Foundation Suites (Project by Clarion University Foundation, Inc.) – C. Thomas reported the residence lounge was installed and finished yesterday in the Suites on South Main. Although students cannot yet stay in the Suites, South Main will be open during finals week from 8:00am-8:00pm so that students may move their items from Wilkinson and Nair residence halls. There are #360 available beds in this unit. Students who are graduating may remain in Wilkinson/Nair until Saturday of finals week. Retail spaces are 75% completed with final completion slated for mid-December followed shortly thereafter by a “soft open” event. Pre-work for demolition of Wilkinson/Nair will begin February 1, 2016 with the demolition extending throughout the spring semester. Once demolition is completed, the parking lot paving is slated for summer, 2016.
3. Tippin – T. Fogarty provided status whereby DGS (Department of General Services) has advertised bids this month. The total project has been delayed one year with an anticipated construction start date in spring, 2016. Construction will commence on the back side of Tippin with work being very evident by summer. Clare Heidler has worked with the PASSHE office and DGS to move the project forward. Spring classes

will still be held in Tippin; and discussion followed on the timeline for moving faculty offices.

J. Beal inquired about the loss of handicapped parking on Page Street once construction work begins. E. Martin indicated he walked the site with National Fuel Gas this morning and noted that all parking on Page will be inaccessible and unavoidable due to the construction process. Discussion followed on alternatives such as expanding handicapped parking at the Science Technology Center; however, this item is yet to be determined and will be finalized as construction approaches.

4. Marwick-Boyd Theater Improvements – E. Martin reported Pittsburgh Stage is scheduled to begin upgrades the week after final exams, namely with hoist and rigging work, which should take two to three weeks. Once that is completed Facilities will attempt to Masonite the stage flooring during break. L. Hepler inquired as to status of repair work on the walls; and, E. Martin indicated this is on the maintenance project list to be addressed.
5. Campus Electrical Upgrade – E. Martin indicated the contract is in place and electrical switch gear was received November 1 with a notice to proceed March 15, 2016. A portion of the electrical work involves pulling the old switches from Wilkinson and Nair. If the weather cooperates it is hoped the project can be completed in advance of the steam tunnel shutdown scheduled for May; and any potential outages would occur following graduation. This project must be coordinated with Mistick Construction, the contractor for Suites on Main.

III. New Business:

1. Gemmell Interior Renovation – C. Thomas noted they are close to completing the schematic designs for PASSHE approval. Following that phase he will work with students to design furniture. B. Hill inquired about a student room and space for smaller student organizations. Discussion followed on potential areas for lockable storage and tables for group working spaces as well as efforts to maintain the minority student lounge area.
2. Stevens and Moore Hall Accessibility Upgrades – With the departure of Ric Taylor in Facilities, T. Fogarty reported that work is proceeding in order to identify remodeling needs with a completed list expected by January. Project work will begin once items have been clarified.
3. Becht Hall – D. Brush noted several items in need of attention in Becht; E. Martin offered to investigate the following items.
 - Determine if there is a specified loading/unloading area for building access.
 - Restroom towel dispensers pose a sanitary issue when the dispensing paper towels touch soiled items in the container beneath.
 - Restroom toilet paper dispensers were installed too low for proper use.

- Since flags and other items were formerly stored in Ralston there is a need to identify storage space for the International Student Association in Becht. It is hoped a storage solution can be found on the 4th floor.
 - There is a need for signage on outer office doors to indicate room numbers for other offices located internally.
4. Student Senate – B. Hill indicated that Student Senate Facilities Committee will be conducting surveys. Upon completion she will provide results to W. Barlett for distribution to Facilities Planning Committee members.

IV. Adjournment: The meeting adjourned at 3:55 p.m.

The next meeting is scheduled for **Thursday, January 21, 2016** at 3:15 p.m. in Carrier 114.