

SCFP SUBCOMMITTEE ON TWIN CITIES FACILITIES AND SUPPORT
SERVICES
MINUTES OF MEETING
NOVEMBER 1, 2001

[In these minutes: Welcome and Introductions, Overview of Committee's Charge, Committee Vacancies, Minutes Protocol, Future Meeting Dates Discussion, Discussion of Issues to Address this Year]

[These minutes reflect discussion and debate at a meeting of a committee of the University of Minnesota Senate or Twin Cities Assembly; none of the comments, conclusions or actions reported in these minutes represent the views of, nor are they binding on, the Senate or Assembly, the Administration or the Board of Regents.]

PRESENT: Gary Jahn (Chair), Calvin Alexander, Cynthia Jara, Don Kelsey, Kent Rees, Jane Phillips, Ron Sawchuk, John Adams, Ryan Osero

ABSENT: Steve Fitzgerald, Theresa Robinson, Rongsheng Ruan

REGRETS: Scott Lanyon, Roberta Juarez, Linda Jorn, Jean Montgomery, Lorelee Wederstrom, Steve Spohn

I). Professor Jahn called the meeting to order and asked those present to introduce themselves.

II). Professor Jahn walked through the Committee's charge.

III). COMMITTEE VACANCIES: While the Subcommittee has functioned with only one Civil Service representative over the past four years, technically there should be two representatives. Kent Rees volunteered to ask Mary Berg, Chair of the Civil Service Committee, if she would be interested in serving as a Civil Service representative on STCFSS. In addition, there is also one student vacancy on the Subcommittee. Subcommittee members are encouraged to forward names of students who might be interested in serving to the Student Committee on Committees.

IV). APPROVAL OF MINUTES: The Subcommittee unanimously agreed that the Chair should be given the authority to approve meeting minutes on behalf of the entire Subcommittee.

V). REPRESENTATION ON PARENT COMMITTEE – According to Senate Bylaws two members of STCFSS serve as ex-officio members on the Senate Committee on Finance and Planning. The Chair of STCFSS fills one of these positions, but the other position remains open. Professor Jahn asked for a volunteer to fill this vacancy. Cynthia Jara volunteered for Spring semester, however, no one was definitively identified to

attend the remaining Fall semester meetings. Kent Rees may be available. A copy of the remaining SCFP meeting dates for Fall semester will be forwarded to Mr. Rees to see if he can attend these meetings in conjunction with Professor Jahn.

VI). Establishment of Recurring Meeting Dates: The Subcommittee could not agree on a recurring meeting schedule. It was agreed that Renee Dempsey, Senate office, would e-mail members and solicit their input for the next meeting in December.

VII). Professor Jahn led a discussion on issues the Committee may want to address during the 2001-2002 academic year. The following topics were mentioned:

- Follow up on last year's recommendations and resolutions; especially the issue of budgeting for 'common goods'.
- Review of University Dining Services (UDS).
- Facilities Management issues to include:
 - Cost differentials between work done in-house by Facilities Management versus hiring an outside contractor. Facilities Management costs are allegedly much greater than those of the private sector.
 - Variation in the quality of responsiveness between zones
 - Cost accounting concerns
 - Review of Custodial Services
 - Environmental controls at Andersen Library, Weaver Densford Hall and other buildings across campus
- The Subcommittee decided to look into whether auditing methods would fall under their purview.
- Review of Campus Master Plan. The Subcommittee was interested to know whether any other Committee is actively reviewing the Campus Master Plan, and expressed an interest in obtaining a copy of the Plan.

The Subcommittee ultimately agreed its focus for the 2001-2002 academic year would be to follow up on the recommendations of last year's Committee with respect to the Rosenstone Budget Report. Of particular interest will be services where outsourcing is a possibility. In addition, the Subcommittee will address Facilities Management issues as well as concerns surrounding University Dining Services. As time permits the Subcommittee may consider Master Plan issues. There may be a need to form further Subcommittees to deal with the various topics outlined above.

With no further business, the Chair thanked all present for attending and adjourned the meeting.

Renee Dempsey
University Senate