

SCFP SUBCOMMITTEE ON TWIN CITIES FACILITIES AND SUPPORT SERVICES (STCFSS)  
MINUTES OF MEETING  
SEPTEMBER 21, 2004

[In these minutes: Review of Subcommittee<sup>1</sup>'s Charge, Summer Developments, Set Agenda for 2004 - 2005, Change December Meeting Date]

[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: Calvin Alexander, chair, Richard Straumann, Steve Fitzgerald, Peggy Johnson, Laurie Scheich, Steve Spehn, Gordon Girtz, Brian Horgan, Gary Jahn, George Wilcox, Jennifer Hannaford

REGRETS: Dan Allen, Carrie Meyer, Patrice Morrow

ABSENT: Lorelee Wederstrom, John Adams, Gary A. Davis

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

II). Copies of the Subcommittee<sup>1</sup>'s charge were distributed to members for review. Professor Alexander read the charge aloud while members followed along.

III). Professor Alexander provided members with an update of events since the Subcommittee<sup>1</sup>'s last meeting in April. He noted the following:

- On June 8<sup>th</sup>, at a meeting of SCFP, the parent Committee to STCFSS, Professor Alexander reported on issues STCFSS dealt with during the 2003 - 2004 academic year. As part of his report, he noted that a valued STCFSS member was being pressured to step down from STCFSS.

- Since this June 8<sup>th</sup> report, the pressures on this STCFSS member to step down have increased. As a result, Professor Alexander, in collaboration with the chair of SCFP, Professor Chuck Campbell, drafted a letter to Vice President of University Services Kathleen O<sup>1</sup>Brien. In this letter Professor Alexander and Professor Campbell supported Mr. Girtz<sup>1</sup>'s continued participation on the Subcommittee and requested that VP O<sup>1</sup>Brien intervene to curb the influences being put on Mr. Girtz to resign. To date, no response has been received to this letter.

In light of these developments, Professor Alexander asked whether any other members were being pressured to resign from STCFSS or minimize their participation on the Subcommittee. None of the other members indicated experiencing the same kind of influences.

Professor Alexander distributed an excerpt from the June 8<sup>th</sup> SCFP minutes, which was his report to SCFP on behalf of STCFSS. He asked members if they had any additions or corrections to anything he reported. If so, members were encouraged to email Professor Alexander with their suggested changes.

IV). Professor Alexander asked that the discussion be continued from last April when the Subcommittee brainstormed on agenda items for 2004 - 2005. But, before this, Professor Alexander relayed to members an experience he had at Fleet Services on Saturday, September 18<sup>th</sup> when the doors to Fleet Services automatically opened at 7:30 a.m. despite the fact that no staff or student employee had shown up to open the building. This left the building unattended and wide open with a lot of valuable computer equipment, keys to all the vehicles in the lot, etc. Yesterday, Professor Alexander contacted Bill Roberts, Director of Fleet Services, to apprise him of this situation. Mr. Roberts is aware that the building has doors that open automatically and stated that he has requested this feature be turned off but to no avail. Laurie Scheich stated that she was unaware of any Fleet Services<sup>1</sup> doors opening automatically, but that she would look into this matter immediately and report her findings to the Subcommittee.

On a different but related note Professor Alexander stated that Professor Campbell shared with him some concerns SCFP members have voiced related

to 15-passenger van safety at the University. Professor Alexander informed Professor Campbell that Mr. Roberts, Director of Fleet Services, instituted a 15-passenger van training program, which to his knowledge has been very successful.

Members suggested the following agenda items for 2004 - 2005:

- Invite Bob Janoski, Director of Central Security, to discuss access to University buildings in general and related policies, and, at the same meeting, invite Chief of Police Greg Hestness to deal with campus security/public safety issues.
- Invite Associate Vice President of Capital Planning & Project Management Michael Perkins and VP of University Services Kathleen O<sup>1</sup> Brien to discuss the Capital Planning & Project Management (CPPM) reorganization.
- Invite UMD Facilities Management Director John King to share information about how the Duluth FM department operates. Compare and contrast the operations on the Duluth campus with the Twin Cities campus.
- Invite Susan Van Voorhis, Director of the Office of the Registrar, to address the turn over and other issues in the One Stop Office.
- Receive a report from Steve Fitzgerald, Director of Classroom Management, on classroom matters.
- Investigate design accomplishments and design mistakes on campus. Receive a report from Roger Wegner, owner/rep for the Jackson Hall mold abatement project, as an example of how the University and one of its contractors were able to work together to successfully resolve a design problem.
- Set up guidelines, which will allow for operations people and building tenants to have meaningful input on construction/remodeling projects. There is a wealth of resources inside the University that constantly goes untapped.

Renee Dempsey, Senate staff, was charged with inviting Bob Janoski, Director of Central Security, and Chief of Police Greg Hestness to the Subcommittee<sup>1</sup>'s November meeting and to invite UMD Facilities Management Director John King to the Subcommittee<sup>1</sup>'s December meeting.

V). Professor Alexander suggested moving the Subcommittee<sup>1</sup>'s December meeting from December 21<sup>st</sup> to December 14<sup>th</sup>. Members concurred. The meeting time will remain the same, 10:00 - 11:30.

VI). Hearing no further business, Professor Alexander adjourned the meeting.

Renee Dempsey  
University Senate