

SCFP SUBCOMMITTEE ON TWIN CITIES FACILITIES AND SUPPORT  
SERVICES (STCFSS)  
MINUTES OF MEETING  
SEPTEMBER 19, 2006

[In these minutes: CPPM Representative on STCFSS, Brainstorm Agenda Items for the 2006 – 2007 Academic Year]

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

PRESENT: George Wilcox, chair, Sean Hanner, Michael Berthelsen, Steve Fitzgerald, Denny Olsen, Laurie Scheich, Gary Jahn, Lyndel King, Howard Towle

REGRETS: Peggy Johnson, Lorelee Wederstrom, Calvin Alexander, Gary A. Davis, Patrice Morrow

OTHERS: Gordon Girtz

I). Professor Wilcox called the meeting to order.

II). Professor Wilcox shared with the committee that Gordon Girtz is no longer a STCFSS member, but rather a guest at today's meeting. Mr. Girtz's appointment on STCFSS ran from 2003 – 2006 and Committee on Committee's did not reappoint him when they met last spring due to membership constraints.

III). Professor Wilcox mentioned an issue carried over from last year, which had to do with whether there should be a Capital Planning and Project Management (CPPM) representative on STCFSS. Last spring the committee conducted an electronic vote approving this membership addition. The vote was taken electronically because there was not a quorum at the committee's last meeting of the 2005 – 2006 academic year. While a majority of members supported this motion, the vote was not unanimous. Therefore, before moving forward with this recommendation, Professor Wilcox requested the committee revisit it and weigh the pros and cons of adding a CPPM ex-officio (non-voting) member to STCFSS.

A member stated that an advantage to having a CPPM rep on the committee is that it would allow STCFSS to provide CPPM with early input concerning capital projects. Too often when the committee decides to weigh in on a project it is too late to have meaningful input. A CPPM representative on STCFSS could alert the committee to matters that it should be paying attention to; STCFSS should be in the position of advising rather than complaining about capital projects. Another member concurred and stated that with all the changes that are taking place around project delivery within CPPM

and the changes occurring within FM that STCFSS could lend its voice to help both these departments in their on-going change efforts.

Currently, Facilities Management and CPPM are separate departments. Both departments report to University Services Vice President Kathy O'Brien. While both FM and CPPM have separate leaders and organizational structures, they work together quite closely. A member posed the question of whether the committee should update its charge to reflect the organizational change that has occurred within University Services in the past few years.

It was noted that CPPM already has a representative on the Subcommittee on Capital Projects and Campus Master Planning. To avoid duplication with this committee, it was suggested that the CPPM involvement on STCFSS focus on project delivery as opposed to addressing the capital/master plan.

A copy of the committee's charge was distributed to facilitate the discussion around whether the committee should add an ex-officio member from CPPM. A member observed that the committee's role has changed over the years from responding to individual facilities and support service concerns to addressing University problems of a systemic nature. Examples of STCFSS's major accomplishments over the years were cited:

- Contributed to the establishment of the Office of Classroom Management (OCM).
- Played a role in getting the administration to rethink the common goods budgeting model, which disadvantaged non-revenue generating units.
- Drew attention to building shortfalls/deficiencies e.g. Andersen Library.

After a fair amount of discussion, Professor Wilcox summarized the sentiment of the committee by noting that it would be in its best interest to have a CPPM representative on STCFSS.

IV). Professor Wilcox welcomed members to the committee, and asked the new members to introduce themselves. Civil Service representative Sean Hanner, and Interim Associate Vice President for Facilities Management Michael Berthelsen both did so. A member asked Mr. Berthelsen if he was sitting in for Steve Spehn. Mr. Berthelsen reported that Vice President O'Brien made a leadership change over the summer and that Mr. Spehn is no longer the associate vice president of FM. He added that Dean Atwood of the Humphrey Institute for Public Affairs is chairing a national search for a new FM associate vice president. The goal is to have the new AVP start in January 2007, assuming all goes as planned.

V). A list of potential agenda items for the 2006 – 2007 academic year was distributed to members. On a semi-related note, Professor Wilcox requested Renee Dempsey, Senate staff, to follow-up with Professor Alexander to see if he gave SCFP either a written or verbal report on STCFSS's deliverables for 2005 – 2006.

Members suggested STCFSS look into the following items for the 2006 – 2007 academic year:

- Learn about the FM transformation that is currently underway. Mike Berthelsen agreed to report back to the committee on this topic at its October 24<sup>th</sup> meeting. He noted that Facilities Management's areas of responsibility include custodial service, energy management/utilities, maintenance, general land care and waste removal. Members agreed that they were also interested in the evolution of the project delivery model by CPPM. Mr. Berthelsen was asked to relay the committee's discussion to VP O'Brien to determine what STCFSS can do to add value to the FM transformation and the CPPM project delivery model.
- Receive a Facilities Condition Assessment (FCA) update. Based on this update the committee may decide to tour the deep (non-civilian) tunnels taking into account water management, communication, security and safety issues.
- Understand the environmental impact building new medical research building(s) and a stadium will have on the campus in terms of student parking, storm water mitigation, possible soil contamination, etc. Mr. Berthelsen suggested the committee invite CPPM to share information about the book they have compiled that describes the various considerations that need to be taken into account at each stage of a project.
- Invite Vice President O'Brien or Leslie Krueger, chief of staff for University Services, to provide the committee with a strategic positioning/general University Services update.
- Receive another stadium update from Brian Swanson followed by a parking update from Bob Baker. At last year's update, the parking earmarked for the stadium is in the same location as where the new medical research buildings are going to be built. This left many members of the committee feeling troubled by the University's long-term plans for these grounds.
- Receive an Office of Classroom Management update from Steve Fitzgerald in the spring.
- Address issues concerning graduate and professional student housing. Ms. Scheich reported that Housing and Residential Life recently conducted a study, which looked into the affordability and availability of graduate and professional student housing. She suggested that the committee receive an update on this topic early next year.
- Receive a building cost report update. This report tracks operating costs for each building on campus. Mr. Berthelsen stated he could provide this report to the committee at its November meeting.
- Invite a representative(s) from the Northrop Advisory Committee to attend the October STCFSS meeting. Professor Wilcox asked members to review the September 14<sup>th</sup> SCC minutes in preparation for discussion on this topic at the committee's next meeting.
- Receive information and provide input into the upcoming Food and Beverage RFP process.

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

Renee Dempsey  
University Senate