

MINUTES
FACILITY ALLOCATION COUNCIL
April 11th, 2013

MEMBERS:

Present:

Hugh Cronin
Michael Galyean
Darrell Bateman (Sam Segran)
Frank Ramos (Darby Dickerson)
Theresa Drewell
Kathleen Harris

Absent:

Rob Stewart
James Burkhalter
Kyle Clark
Kent Meredith

Guests:

Ryan Bounds – Institute of Environmental and Human Health
Brenda Bullard – Engineering Services, Physical Plant
Brandon Hennington – Planning and Administration
Janessa Walls – Academic Support and Facilities Resources
Brad Johnson – Sustainability, Operations

MINUTES

Dean Galyean moved to accept the March minutes. Theresa Drewell seconded. FAC members voted to accept the motion.

FINANCIAL UPDATE

Hugh Cronin stated the FAC account balance available for use is \$217,077. This available balance is the net of the full account balance of \$232,077 less \$15,000 set aside as a contingency reserve.

OLD BUSINESS

No old business

NEW BUSINESS

CIP Review

Hugh Cronin stated that CIP Call Letters will be going out by May 1.

FAC members discussed qualifications for request approval. It was agreed to apply a strict capital improvement guideline for request qualification. Freestanding equipment, subjective cosmetic changes, and furniture or equipment requests will not be considered.

CIP Review (cont)

FAC members discussed approving the following CIP Book funding requests:

CIP NUMBER	FACILITY	PROJECT	ESTIMATE
2012128	Library	Expand 5 th Floor Stack Restrooms	\$40,000
2012080	Mechanical Engineering	Renovate Rooms 209 and 212	\$34,000
2012063	Art	Renovate Photo Lab SB9	\$40,000
2012074	Holden Hall	TSI Developmental Education Upgrade	\$25,000
2012010	Foreign Language	1 st Floor ADA Improvements	\$10,000
2012040	Mathematical Sciences	Install Fire Alarm Pull – Lobby Area	\$3,000
2012072	University Greenhouse	Renovate Greenhouse	\$26,500
2012122	Human Science	Install Sinks in BSL2 Labs	<u>\$2,000</u>
TOTAL			\$180,500

Dean Galyean moved to approve the projects. Kathleen Harris seconded. FAC members voted to accept the motion.

Reese Building, 450

Ryan Bounds presented a request to approve exterior changes to building 450 on the Reese Center campus. No funding was requested. Theresa Drewell moved to approve the request. Dean Galyean seconded. FAC members voted to accept the motion.

HVAC EXCEPTIONS

Biology, AHU 1, 2, and 3

Hugh Cronin presented updated information with regards to the exception request. This information clarified a request tabled during the March FAC meeting. Dean Galyean moved to approve the exception request. Theresa Drewell seconded. FAC members voted to accept the motion.

Human Science, Rooms 176 and 177

Hugh Cronin presented updated information with regards to the exception request. This information clarified a request tabled during the March FAC meeting. Theresa Drewell moved to approve the exception request. Kathleen Harris seconded. FAC members voted to accept the motion.

ADDITIONAL DISCUSSION / COMMENTS

Hugh Cronin stated that Energy Exception Renewal schedules were being revised into a more streamlined and efficient process. Cronin asked FAC members for their input with regards to scheduling. FAC members agreed to review annual renewal requests on a quarterly schedule as developed by the Texas Tech University Energy Manager.

ADJOURN

The next FAC meeting is scheduled for Thursday, May 9th, 2013, in the CIO’s Conference Room.