

**FACILITIES ALLOCATION COUNCIL
July 13, 2017 Meeting**

MINUTES

Present:

Sean Childers
Bradley Martin
Rob Stewart
Theresa Drewell
Kathleen Harris
(Sam Segran) Scott Hall
Kent Meredith
Frank Ramos
Kate Haenchen
Brenda Bullard
Robert Meyer
Joanie Clendenning

Absent:

Brent Lindquist

Guests:

Mark McVay
Don Roulain
Kelley Coleman
Randi Stevens
Zach Gilbert
Matt Roe
James Thornton
Charles Leatherwood
Sindee Simon
David Small
Dean Brannon
Lon Mirll
Brandon McCoy
Kent Wilkinson
Kimberly Wagner
Michael Orth

MINUTES

➤ **May 25, 2017 Meeting**

Motion to Approve: Kent Meredith
Seconded: Rob Stewart

NEW BUSINESS

➤ **Outdoor Recycling Bins at Residence Halls (Concept)** Mark McVay / Don Roulain

FAC Item Number: 20170701

Student Housing wants to create a positive appearance to our customers, by showing them we do care about the environment. The collection of more recycling creates more money for scholarships.

Motion to Approve: Kathleen Harris

Seconded: Theresa Drewell

➤ **ICC Directional Signage (Concept)** Kelley Coleman / Randi Stevens / Zach Gilbert

FAC Item Number: 20170702

Directional signs at Office of Internal Affairs for the inside and outside of the building to help TTU students, faculty and the public find their way to specific areas.

Motion to Approve: Rob Stewart

Seconded: Frank Ramos

➤ **Emergency Procedures Posters (Concept)** Matt Roe / Kate Haenchen

FAC Item Number: 20170703

Install Emergency procedures posters in lecture halls around the university. Posters summarize for teaching faculty and students to expedite appropriate response for emergency situations.

Council agreed that signage shall be installed uniformly across campus. The signs will be installed and monitored by Operations Division's Planning & Administration Department. Matt Roe shall provide the plastic sleeves that the signs will be hung in.

Motion to Approve: Frank Ramos

Seconded: Bradley Martin

➤ **Electronic Entry Station Signage (Concept)** Zach Gilbert

FAC Item Number: 20170704

Transportation & Parking Services would like to install electronic signage at campus entry stations. The existing parking control signs are too low. T&P has lost appeal cases with Lubbock JP court based solely on the wording and location of the sign. The wording has been corrected but the signs continue to be problematic. Additionally, when other signs are present, it adds visual clutter for drivers. This is customer's second request. The software program being used for these signs will be FourWinds, to stay consistent with campus usage.

This project was TABLED so that further discussions can take place between Eric Crouch (Traffic & Parking), Sam Segran / Scott Hall (IT), Kent Meredith (Auxiliaries) and Sean Childers (Operations) as to conformity with campus and expense involved.

FOLLOW-UP 7/25/17 email information was send to the council for voting on this matter. The IT portion of this request was resolved.

Motion to Approve: Sam Segran

Seconded: Rob Stewart

➤ **Celestial Bodies Artwork (Concept)** James Thornton

FAC Item Number: 20170705

Install artwork for two semesters in the College of Human Sciences breezeway.

Motion to Approve: Rob Stewart

Seconded: Kathleen Harris

➤ **Planter boxes at Burkhart Center (Concept)** Charles Leatherwood

FAC Item Number: 20170706

Boy Scout, Alex Voland is working on his requirements for the rank of Eagle Scout and is requesting to build planter boxes for the Burkhart Center for Autism.

Council agreed to TABLE this project to obtain additional information. It was proposed that we should talk to people at Burkhart Center to get their input on this project. Also, find out from the Scout if another location is possible and/or a specific time period be assigned to the planter boxes at Burkhart Center.

FOLLOW-UP 7/9/17 email information was send to the council for voting on this matter. A memo in support of the project from Janice Magness from the Burkhart Center was attached and it was mentioned that Charles Leatherwood of Grounds Maintenance would support this effort as needed.

Motion to Approve: Rob Stewart

Seconded: Robbie Meyer

➤ **Artwork Plaque at Maddox (Concept)** Don Roulain

FAC Item Number: 20170707

Place plaque for artwork at MERC building. Purpose is to share information about the campus art work and the artist at the location.

Motion to Approve: Kathleen Harris

Seconded: Bradley Martin

➤ **Artwork Plaque at RCoBA** (Concept) Don Roulain

FAC Item Number: 20170708

Place plaque for artwork at RCoBA. Purpose is to share information about the campus art work and the artist at the location.

The location chosen for the plaque is at the end of the brickwork, and not on the side.

Motion to Approve: Rob Stewart

Seconded: Theresa Drewell

➤ **Replace Library Doors** (Partial Funding \$25,000) Lonnie Evans

FAC Item Number: 20170709

Remove and replace existing storefront doors and hardware, due to safety/security concerns addressed in library study recently conducted. The pivot points for the doors have worn out and the doors are hitting the frames. The frames have become loose, which causes the doors to not lock. Project 17987 Library.

Motion to Approve: Robbie Meyer

Seconded: Frank Ramos

➤ **Morrow Energy Pilot Plant** (Concept) Sindee Simon / David Small / Brenda Bullard

FAC Item Number: 20170710

Chemical Engineering is requesting the approval of the location of a pilot-scale distillation unit, to be used as part of the chemical engineering teaching laboratory, to the north of the Hazardous Chemicals Storage Building and the west of the IMSE Building and the Chemical Engineering Annex. The pilot-scale distillation unit is to be built and donated by an alumnus. It will provide students with the unique experience of operating and trouble-shooting a facility with industrial-quality equipment, instrumentation, and control. The pilot-scale size will introduce complexity not encountered in the conventional bench-top experiments used in academia and will provide a realistic range of operating conditions. The equipment will be used as the core of its unit operations laboratory course, CHE 4232, and will be used in other courses, including process safety and process design. The facility will differentiate their program from others and will provide students with a unique hands-on experience.

This project is going before the Board of Regents in August, 2017.

Motion to Approve: Theresa Drewell

Seconded: Kathleen Harris

➤ **Sports Performance Center Interior Signage** (Concept) Dean Brannon

FAC Item Number: 20170711

Permission to use new interior room signage in the new athletics facility in coordination with the overall branding package for the facility public wayfinding portion of the project.

Motion to Approve: Theresa Drewell

Seconded: Bradley Martin

➤ **USA Renovation Signage** (Concept) Dean Brannon

FAC Item Number: 20170712

Permission to use new interior room signage in the Athletic spaces to incorporate the TTU black and white color scheme.

Council agreed to approve this request only if uniformity is considered and the new signs meet ADA requirements. All signage design and placement within the USA shall be reviewed and approved by Kent Meredith prior to order and installation.

Motion to Approve: Theresa Drewell

Seconded: Bradley Martin

- **HIHIC Door and Window Graphics** (Concept) Dr. Kent Wilkinson / Kimberly Wagner
FAC Item Number: 20170713

College of Media & Communications is requesting permission to have a door and window graphic installed for their new suite for the Thomas Jay Harris Institute for Hispanic and International Communication (HIHIC). This new suit was created under Project 16-16257 and is now complete. The last step is to have the door and window graphics done.

Motion to Approve: Rob Stewart

Seconded: Bradley Martin

Council agreed to approve this request as long as the department stays with standardized lettering and complies with all ADA and safety concerns.

HVAC EXCEPTIONS

Information Only:

- Art (summer camp) - \$3,963
- Art 3D (summer camp) - \$6,875

Summer Camps total \$10,838

New Exceptions (Total Requests - \$84,813)

- **Education - \$60,936**

Motion to DENY: Kathleen Harris

Seconded: Bradley Martin

- **Rawls CoBA - \$14,363**

Council requests that customer call-in to Emergency Maintenance to request exception as needed, per normal heating and cooling campus protocol.

Motion to DENY: Rob Stewart

Seconded: Frank Ramos

- **Tech Plaza - \$5,309**

Motion to Approve: Rob Stewart

Seconded: Kathleen Harris

- **Creative Movement Studio - \$4,205**

Motion to Approve: Theresa Drewell

Seconded: Kathleen Harris

FINANCIAL UPDATE

- 13B107-C20000-900 - \$249,316.19
- Request \$13,024.36 from FAC account for Presidents Forum Projects account.

Motion to Approve: Kathleen Harris

Seconded: Bradley Martin

ADDITIONAL DISCUSSION & COMMENTS

- Nominate a Dean to FAC
- CIP/President's Forum List
- Hire Engineer for Chemistry Air Flow Study (\$100,000)
- Michael Orth appeared to inform us about an upcoming project he will bring before the FAC to repair the ground Water Storage Tank at New Deal.

ADJOURN

- The next meeting is scheduled for September 14, 2017 at 3:30 p.m.
CIO's Conference Room #215