

CALIFORNIA STATE UNIVERSITY, FRESNO
Fresno, California 93740

Campus Planning Committee

Minutes

February 27, 2015

Members

Present: Deborah Adishian-Astone, Robert Boyd, John Bushoven, Mike Coles, Yolanda Doub, Rick Finden, Tom Gaffery, Paul Halajian, Brad Hyatt, Garo Kalfayan, Lisa Kao, Jeff Macon, Gage Marchini, Dennis Nef, Patrick Newell, Jan Parten, Chris Pluhar, Mike Tillman, Richard Vaillancour, Gary Wilson, Sandra Witte and William Wright

Absent: Eric Chan (C.O.), Hongwei Dong, John Kriebs, Fred Nelson and Bernie Vinovrski

Guests: Shirley Armbruster, Amy Armstrong, Kevin Ayotte, Taylen Bennett, Kirsten Corey, Devon Fullner, Michael Mosinski, Lori Pardi, Dirk Ruthrauff and Xiaoming Yang

Meeting called to order at 8:08 a.m.

1. Approval of the February 27, 2015, agenda. It was MSC to approve the agenda.
2. Approval of the November 21, 2014 minutes. It was MSC to approve the minutes.
3. Student Health Center Building proposed name change (*Action*) – Dirk Ruthrauff

Mr. Dirk Ruthrauff brought forth a proposal to change the building name of the Student Health Center to Student Health and Counseling Center to better reflect the services offered in that building and match the name of the program.

Traffic Operations will go through all the wayfinding signs throughout the campus and make updates where necessary or possible. The Student Health and Counseling Center will be paying for the scope of this work.

It was clarified that this is the first time the item was presented; however, it is marked for action. Chair Adishian-Astone stated that although items that come before this group for the first time are marked as informational, it does not preclude the committee from taking action if the group deems it appropriate and a second reading is not necessary. It was marked as action so that the item would be noticed correctly.

Dr. Witte moved to waive the second reading of this item. The motion was seconded by Dr. Newell and carried without opposition or abstention. Mr. Gaffery moved to approve the renaming of the Student Health Center building to the Student Health and Counseling Center building. The motion was seconded by Mr. Finden. There was no additional discussion. Motion carried without opposition or abstention.

4. Key and Access Control Policy – Lean Initiative (*Action*) – Tom Gaffery

The Key Access Control draft policy was first presented to Campus Planning on November 21, 2014. Mr. Gaffery returned the revised policy seeking the committee's approval to advance to the President's

Cabinet for consideration and approval.

Testing of the online system will begin March 9, 2015, with a launch date of approximately April 6. Instructions on the new process will be available on the Facilities Management website with downloadable PDF files that illustrate how the process works.

Chair Adishian-Astone, reiterated that the policy is in draft format and has not been reviewed by Cabinet or the Academic Senate. It was clarified that it is only the methodology and mechanism by which we issue keys, grant access, and record keeping behind the scenes that will change. Additional consultation on the finalization of this project will be conducted through the month of March.

There was significant discussion about the use of the word ‘volunteer’ and how it is applied in this policy. Those comments were noted and Mr. Gaffery will make changes to address those concerns.

Ms. Parten mentioned that the Chancellor’s Office is in the process of putting together a volunteer policy for the entire CSU. Ms. Adishian-Astone added that this policy can be modified, if necessary, once that process is complete.

Specific messaging regarding volunteers and students will go out to the departments with the policy change. Due to the significant changes and variations in student and volunteer staffing for some departments, there will be semester reporting that will require manager review and approval so that access can be renewed.

Testing of the building entry system in the Family Food Science and Professional Human Services buildings will not take place until the 2015 fall semester so there will be an opportunity for broader communication specifically targeted towards students.

There was discussion regarding sections 7.4.1 and 7.4.3 and the need to allow others access to a space by ‘lending’ a key. Those arrangements can be made through the department’s administrative assistant or campus Police Department/dispatch. Dr. Ayotte stated that adding language to this effect in the policy would be helpful. A reference to section 7.4.3 will be added to section 7.5.6.

An electronic version with redline revisions discussed in this forum will be distributed to the committee. Mr. Gaffery moved to proceed with recommendation to Cabinet for approval of the policy as revised by this group. The motion was seconded by Ms. Kao. Chair Adishian-Astone stated that the policy will go to Cabinet and the Academic Senate for review with the changes discussed in this meeting unless there are any concerns expressed via e-mail. The motion carried without opposition or abstention.

5. Tree Removal along Barstow Avenue (*Informational*) – Michael Mosinski

Mr. Mosinski provided an overview of the impact the Electrical Infrastructure upgrade project will have on the trees along Barstow Avenue. This development along with the bike lane project will require the removal of approximately 78 trees.

The underground work for this phase of the Electrical Infrastructure project will commence as early as March 16, 2015. This work will be done in coordination (overlaid) with the bike lane project, where some areas on Barstow Avenue will be widened to the north to accommodate a right turn lane onto Cedar Avenue and the addition of the bike lane. The lane will run from Cedar Avenue to the east end of the campus on the north side of Barstow Avenue.

He provided pictures and sketches that illustrated the trees that would be removed, where they are located, and those trees that would not be affected. The significant impact will take place near O'Neill Park and the Animal Science Pavilion. Approximately half of the trees that will be removed are located in these areas. It was noted that many of these have been topped due to the power lines and are in bad shape. Mr. Boyd added that Facilities Management is entering into a design agreement with ZGF Architects to look at the landscape of O'Neill Park.

The Arboretum Committee had significant discussion on the tree removal at their February 26, 2015, meeting. The committee unanimously stated their understanding and support for the removal of the trees, especially in light of the projects that will help in replacing and enhancing these areas (i.e., bike lane project, O'Neill Park landscape project, and completion of the Jordan Research Center). Trees will be moved and transplanted when possible.

The Office of the Vice President for Administration has begun weekly or by-weekly communication to the campus community on the project itself. The project team will work closely with Ms. Armbruster and University Communications if supplemental or specific communication needs to go out to the campus community or a broader audience.

6. Removal of Patrick Dougherty sculpture (*Action*) – Robert Boyd

The Patrick Dougherty sculpture on the east end of campus was created in fall 2012. The temporary art work is in a state of disrepair and may present a hazard if not addressed. Mr. Boyd consulted with the Center for Creativity and the Arts and they have chosen not to continue to maintain the piece; therefore, it will be removed. The branches will be shredded and recycled into tree bark pieces. Ms. Armbruster will send out communication to the campus community.

7. Signage policy (*Action*) – Tom Gaffery

A draft of the Signage Policy was presented to Campus Planning on August 22, 2014. Mr. Gaffery highlighted some of the changes that were incorporated into the policy as a result of that feedback and comments provided by the Integrated Marketing and Communications Committee.

Changes were made to the following sections as noted on the handout distributed at the meeting: 7.0 Temporary Banners, 8.0 Permanent Signage, and 11.0 Restricted Access.

There was additional discussion with recommendations for additional changes to following sections:

8.0 Permanent Signage: The signage list was expanded to include interpretive signage. It was clarified that Facilities Management will provide project management services for signage projects and ensure that signage complies with all applicable accessibility laws and regulations.

11.0 Restricted Areas: Postings placed on individual offices were excluded from the list as it pertains to walls and manual doors. Based on significant discussion it was decided to exclude Sidewalks (especially as it pertains to the use of chalk) from the restricted areas list. Facilities Management will work with Student Involvement to determine the best way to communicate with student groups regarding the use of chalk on the sidewalks.

12.0 Posting Standards: It was clarified that university-created postings that include violent or sexually explicit content, not intended for academic programming, are prohibited.

Mr. Gaffery moved to proceed with a recommendation to Cabinet for approval of the policy as revised by this committee. An electronic version with redline revisions discussed in this forum will be distributed to members. The motion was seconded by Dr. Newell. Chair Adishian-Astone stated that the policy will go to Cabinet for review with the changes discussed in this meeting unless there are any concerns expressed via e-mail. The motion carried without opposition or abstention.

8. Arboretum Committee (*Update*) – Tabled
9. Sidewinder sculpture (*Informational*) – Tabled
10. Van Ness Residence (*Update*) – Tom Gaffery

Gaffery provided an update on expenses as they relate to the Van Ness Residence (University House) and provided a proposed project plan covering the remainder of this year and 2015-16. The projects listed were paving in the backyard for ADA and safety reasons, waterproofing the basement, remodel of the lanai restrooms to meet ADA compliance, seal coat asphalt driveways, complete security fence along Holland Avenue (including landscaping and lighting), and replacement of all windows in main residence for energy savings. Mr. Gaffery will continue to provide updates on work performed at the Van Ness Residence as they develop. Chair Adishian-Astone stated that projects in 2014-15 are typically funded with a general fund account that is allotted by the Chancellor's Office. The President will use non-state funds if necessary.

11. Parking and Transportation (*Update*) – Tom Gaffery

Traffic Operations will be hosting a series of listening sessions with students every Wednesday in March. The purpose is to gather their feedback regarding parking and to address their concern about being able to park in staff parking lots after 5 p.m. The university has contracted with Omni Means to have a time and use demand study performed on all the lots to determine if this is possible. It is expected a recommendation will return to this committee in April.

Mr. Gaffery also stated that the Active Transportation Consultant will be here in the next few weeks and various campus meetings will be held to provide information about that program.

12. Other Business

Dr. Newell shared that due to infrastructure changes in recent years the University's geographic information system (GIS) data, which is over 5 years old, is significantly outdated. The Library now houses the Geospatial Information Center (GIC). Dr. Xiaoming Yang is the specialist in this field.

The data is what all the CSU systems are using when they look to understand how a campus is mapped. It is important to update and correctly reflect these changes so that accurate information is provided.

Mr. Boyd suggested having a meeting amongst key departments/areas and Facilities Management to determine how this information can be updated. Committee members agreed that the data is a great asset and resource for the campus. Using it as part of the student experience and partnering with the Lyles College of Engineering and other departments would be of great benefit.

Meeting Adjourned at 9:43 a.m.