

CALIFORNIA STATE UNIVERSITY, FRESNO
Fresno, California 93740

Campus Planning Committee

Minutes

December 13, 2013

Members

Present: Amy Armstrong, Saeed Attar, Charles Boyer, Mike Coles, Yolanda Doub, Rick Finden, Lisa Kao, John Kriebs, Dennis Nef, Jan Parten, Mikey Sanchez, Cynthia Teniente-Matson, Mike Tillman, Richard Vaillancour and Gary Wilson

Absent: Deborah Adishian-Astone, Robert Boyd, John Bushoven, Hongwei Dong, Paul Halajian, Brad Hyatt, Jeff Macon, Kathleen Moffitt, Fred Nelson, Patrick Newell, Meaghan Smith (C.O.), Bernie Vinovski and William Wright

Guests: Shirley Armbruster, Meredith Boeoy, Tom Gaffery, Sergeant Ruben Madrigal, Shane Moreman, Lori Pardi, Brianna Putt and Kathleen Scott

Meeting called to order at 8:03 a.m.

1. Approval of the December 13, 2013, agenda. It was MSC to approve the December 13, 2013, agenda.
2. Approval of the November 15, 2013, minutes. It was MSC to approve the minutes of November 15, 2013.
3. Temporary CCA Art Installation (*Action*) – Shane Moreman

Dr. Shane Moreman, Executive Director of the Center for Creativity in the Arts (CCA), returned to the committee with information in response to concerns voiced at the November 15, 2013, meeting in regards to the temporary CCA art installation. Dr. Moreman met with Mr. Robert Boyd and Mr. Gary Wilson to address four issues, specifically:

- engineering or architectural drawing/schematic that details of the project with specificity;
- anchoring system and support for the structure;
- security in terms of access; and
- address ADA concerns voice by the committee.

The life-size reproduction of a General Atomics MQ-1 Predator drone sculpture will measure 27 ft. long with a 48 ft. wing span. The sculpture is intended to mimic realism and will be made to scale with yellow corrugated plastic materials using low-res polygonal sculptural techniques.

The outer skin of the sculpture will be supported by an interior frame made from a combination of one inch and two and half inch PVC pipe and lateral bracing of corrugated plastic. The anchoring system will use a series of 10 metal mounting stands secured to the lawn by two 30” helix ground anchors. The anchoring will be further reinforced by a 1/4” cable and turnbuckles tied directly to the interior of the frame. This system was recommended by Dr. Lloyd Crask a faculty member in the Lyles College of Engineering. Mr. Wilson agreed that these should meet the requirements for support and securing the piece.

The area for the sculpture will include a perimeter and clear signage to warn people not to climb on the artwork. The boundary will be created by using a yellow plastic chain. In consulting with Mr. Wilson, it was determined that the site being used for this piece is ideal in terms of ADA compliance. It allows the observer to be near the artwork without the need to go on the lawn.

The CCA will facilitate a meeting between Facilities Management staff and the artist Professor DeLappe before the work begins.

Dr. Moreman also met with Mr. Mikey Sanchez from Associated Students, Inc. to address any questions or concerns. He also extended an invitation to Dr. Bushoven to meet and further discuss the project.

There were no further questions or comments. Dr. Doub moved to approve the project as presented; Mr. Sanchez seconded. Motion carried without opposition or abstention.

4. Key Access and Control – Lean Initiative (*Informational*) – Kathleen Scott

Ms. Kathleen Scott, team facilitator for the Key Access and Control Lean Project, presented the preliminary results of this process improvement initiative currently underway. The team consists of individuals from the Lock Shop, Facilities Management, University Police, Technology Services and Faculty Affairs. The group has been working on this project for the last six months to improve key process and security on campus. Some of the main objectives for this project include:

- Automate storage and retrieval of information
- Standardize practices
- Optimize process by eliminating redundancies, paperwork and approval requirements
- Update policies/procedures
- Improve communications/accountability
- Create procedure to collect keys when students and part time faculty/staff separate from university
- Reduce incidence and risk of theft and crime

Ms. Scott briefly described the methodology used in reviewing, mapping and evaluating the current key access and control process. There are currently up to 26 steps involved in getting a key issued. The current process is not automated; therefore, collecting data was a big challenge making it difficult to determine who has what key(s). She also outlined some of the critical findings of this project, which include:

- Inconsistent practices across campus
- Unaccounted for keys
- The process is manual and does not have electronically stored data
- No reports are available
- No central process for return of keys by students and part-time employees
- Hundreds of keys go uncollected each semester
- Few campus buildings have fully electronic building entries

Ms. Meredith Boeuy from the Lock Shop provided a brief explanation of the multiple terms used for various key types in terms of access (room key, area key, building master, etc.). She also shared information regarding the card swipe access for exterior doors. Card swipe systems include:

- Blackboard: A hardwired card swipe system that can be monitored by dispatch.
- Locknetics: A battery system that is off-line and cannot be monitored by dispatch. It does collect data that can be taken manually from the system. The campus is currently trying to phase-out this type of system.
- Persona: Online Wi-Fi system that will connect to the Blackboard system. This system presents a cost effective solution for the campus.

Mr. Gaffery shared a color-coded map that identified areas by what keying system(s) is being used for building entries. For example, the Madden Library, Health Center, Myers, etc., use the Blackboard card swipe system at building entries. The rest of the buildings throughout the campus have some sort of a mix requiring a card swipe or hard key at an entry.

Sergeant Ruben Madrigal shared that one of the challenges is keeping individuals that are not on university business out of the buildings. This is due to entry doors being left unlocked or propped open. There needs to be a system in place that will help diminish these instances so as to increase security and safety.

Mr. Gaffery added that with the Blackboard system, when a door is left propped open in a building an alarm will trigger at dispatch. This provides an opportunity to immediately address and resolve the issue.

Some of the next steps include:

- Conduct a campus wide key inventory and reconcile to existing records
- Develop an online approval process
- Educate campus community about risks of unsecured spaces
- Revise and consolidate existing campus policies
- Establish usage criteria for different key systems based on type of space and level of risk
- Convert spaces to appropriate key systems, beginning with exterior doors

The team is recommending two pilot programs for the electronic type entry.

- The first will target the Professional Human Services (PHS) building and Family Food Science building by converting all exterior doors to electronic systems. These buildings have a good amount of class-time activity, but not a lot of off-hours activity such as the Music Building.
- The second involves the use of the Yale digital lock system. This would be used in the Music building where there are very specific low risk areas.

The hope is to begin the inventory process during the spring semester. A determination is still being made as to when to launch the pilot programs.

Chair Matson indicated this item might return to CPC as the project further develops.

5. New exterior seating for USU South Patio Area (*Informational*) – Melissa Ginotti

Ms. Melissa Ginotti, Director of the University Student Union and Student Involvement, shared some pictures and drawing of the proposed furniture for exterior seating in the south patio area at the University Student Union. As mentioned during the August 30, 2013, meeting, this project is the next step to revamping and upgrading this space. The goals are to:

- Increase seating capacity and efficiency (The current furniture is not very flexible in term of configuration.)
- Offer additional shading in the summer months
- Community building (To enhance the space to create a sense of belonging.)

The plan is to use a mix of lounge seating and dining seating to update the space and make it more inviting. As well as, to provide the flexibility needed for the various kinds of programming held in that venue.

CPC committee members provided feedback and a number of suggestions in terms of materials, ADA compliance, considering furniture that better meets the needs of students (specifically the request for additional outlets in lounge areas), and how the furniture might fit with the look and feel for that section of campus.

It was suggested that Ms. Ginotti meet with Ms. Lori Pardi to discuss and address some of these suggestions in more detail.

6. Bike Enclosure/Barn (*Action*) – Amy Armstrong

Ms. Armstrong presented the final proposal for two bike enclosures on campus, one to be installed by the Student Recreation Center and the other to be located north of the Free Speech Area.

The Student Recreation Center location was considered a high priority due to the number of thefts that have occurred in that area. The actual site is set back/tucked away next to the building. It provides the access students need and is right along the path of travel. This bike enclosure will be stocked with high capacity bike racks to give the students the maximum number of parking available (70-80 bikes). The use of these dense bike racks might require some education in terms of how to use them properly.

The second location, just north of the Free Speech Area between the Professional Human Services building and the University Student Union, was chosen because of the bicycle traffic that goes through this area. This space is larger and allows Traffic Operations to use a bike rack that students are more familiar with. The project team is working with the architect to ensure that the bike enclosure fits nicely with the landscape and architecture in this area.

Ms. Parten asked if there was a careful review of this location to ensure that the structure is not too close to the sidewalk and intrude on the pathway to an entryway.

Mr. Wilson explained that the drawing is preliminary and the enclosure would be set back about 12 feet and did not present a concern.

Mr. Tillman asked if it is anticipated that a bike enclosure would be added to the south side of the Madden Library. Ms. Armstrong acknowledged that the bike rack area is fairly congested and the hope is that the new bike enclosure on the north end will alleviate some of this congestion.

Both locations have lighting in place and will include signs that illustrate how to properly use the bike racks. The goal is to install the bike enclosures during the 2013 spring semester.

Dr. Nef moved to approve the installation of the bike enclosures as presented; the motion was seconded by Dr. Attar. The Motion carried without opposition or abstention.

7. Other Business – None

Mr. Gaffery provided a quick update on the Wayfinding Signage Program. Preparation of the various locations for the pedestrian signage will begin next week. During the winter break they will install the parking lot entryway signs, interior signs, and regulatory signs. Two additional signs will be installed during the break: One at Science 2 and the other at McLane Hall for the Smittcamp Family Honors College.

Sign installation for the parking permit dispensers and the University Farm Laboratory is complete and was well received. A smaller scale sign might be used throughout the farm at every pedestrian point of entry in a later phase.

Ms. Armstrong is working with Mr. Chris Vieira on a communication piece that will go out to the campus community regarding these changes.

Meeting Adjourned at 9:06 a.m.