

4-13-2016

## Planning minutes 04/13/2016

Planning Committee

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### Recommended Citation

Planning Committee, "Planning minutes 04/13/2016" (2016). *Planning Committee*. 87.  
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<b>To:</b>	<b>Planning Committee:</b>	Oscar Baldelomar, Brook Miller, Seung-Ho Joo, Sandy Kill, Jana Koehler, Mike Cihak, Helen Juarez, Austin Tipper, Rachel Evangelisto, Bryan Herrmann (ex-officio), Gwen Rudney (ex-officio), Matt Senger, Melissa Bert, Alison Campbell (West -(secretary)
	<b>Present:</b>	Oscar Baldelomar, Brook Miller, Seung-Ho Joo, Sandy Kill, Jana Koehler, Mike Cihak, Matt Senger (ex-officio), Melissa Bert, Bryan Herrmann, Austin Tipper, Alison Campbell (West)-secretary
<b>From:</b>	Engin Sungur, Chair	
<b>Subject:</b>	Meeting Agenda	
	<b>Date:</b>	April 13, 2016 (Wednesday)
	<b>Start:</b>	2:30pm
	<b>End:</b>	3:27pm
	<b>Place:</b>	Imholte Hall 115

## THE AGENDA

### 1. Discussion on "Approach to Strategic Planning" (30 min)

- Brook appreciates Engin's responsiveness from last meeting and for asking feedback through the survey
- All Chairs of the committees were asked to share about the progress for the year to Campus Assembly on April 21<sup>st</sup>. Need a few sentences only.
  - Will need to say that starting in the Fall we are going to develop a robust Strategic Plan
  - Talk about data flow planning
  - Is "revolving plan approach" ok? – should say evolving instead because we are changing/updating it – setting new goals
  - Engin will draft a statement for the next meeting so it can be approved by all
  - Brooke volunteered to present this info to assembly per Engin's request
- Engin found a pattern on the survey that he sent out about the need/want to regularly meet with administration and other committees
- Test example for updating Strategic plan:
  - Sustainability as a test example? – provide Troy with the template Engin made which includes all topics on sustainability we have from strategic plan
    - Troy hopefully will visit and tell us what needs to be updated
    - Bryan said Troy already has data that he has collected with some students – the metrics already look good and we don't want to have them fill out any extra worksheets to fit the Planning Committee or to only respond to this template and not provide any other information
    - Instead of using color codes for the old/new info we could put the date in front, for example, "2006 Strategic Plan"
- Implementation/Approval of the approach
  - Gaining acceptance of administration/campus in general
  - Directly involving the new Chancellor
  - Enrollment Management plan is part of the Strategic Plan – There is criteria we have to follow because there is a request from the Twin Cities Regents for us to line up what the Twin Cities campus has

### 2. Bonding requests and other plans (Bryan Herrmann, 5 min.) (30 min)

- Blakely Elevator Status
  - It won't happen this summer because the bids came in higher than anticipated – we were about a month behind for requesting for bids because the assessment of the historical part of the building took a little longer. Capital Planning in the Twin Cities is our interface with the State.

- Everything is ready to be sent in for next year
- Would like to do it during the school year but there are 50 students in Blakely so it is complicated.
- Pre-Designs for Humanities and Blakely - \$2 mil for entire building project
  - Humanities:
    - Set up like HFA learning studio
    - All classrooms will have smaller tables that can be rearranged easily to group into small groups
    - Will have two conference rooms (one on each level) with flexible moving tables and chairs
      - Conference room on lower level – will probably be more of a seminar room
      - Will they have wiring for as much interactive capabilities as possible such as having a projector, TV's, google chat...? – yes
    - Want to control all the light in the rooms as well
    - Staff lounge/presentation space – retractable wall will be put in to separate the two
    - Lockers will be taken out and benches will be put in
    - Hopefully we get funding from the legislature
    - Technology will have to be purchased separately because we can't use the money from the bond for computers and monitors because we would have to get new ones by the time the bond is up
      - Need some spaces to put more outlets in the walls – can't be within the structure of the table because they will be moving – want to design for future technology
      - Right now the language teaching center has two rows of desktop computers but we are looking at what it will look like/be used for in 10 years
      - HEAPR would be able to cover it if the wiring was in the wall
    - Classrooms are used 75% of the time- most used area on campus
    - HVAC in the classrooms and hallways is more of the focus than in the bathrooms
    - Restrooms are handicap accessible and on the second floor they are gender neutral
    - Are classroom improvement funds available like they used in the Science building from the Twin Cities? – yes but not for this project because they are for smaller projects
    - Office spaces on the outskirts will not be changed
      - Doorways may need to swing the other direction though
  - Blakely:
    - Multiple versions were presented but with the consultation of Education Division they chose one design that Bryan showed
    - Making a seminar/observation room that will hold 20 students
    - Put 2 gender neutral/handicap accessible restrooms
    - Getting curriculum library in there – Education uses this for sets of materials for classes
      - Will have chairs available for collaboration purposes
    - 2 classrooms with technology on multiple walls – 25-30 person and 40 person rooms
    - Challenge in Blakely – how to orientate the classrooms because there are large beams that run down the hallways
    - Will put in elevator to make it handicap accessible and have HVAC work done
    - We didn't know we were on the bonding bill until June so this will come first then other buildings will follow
- Baseball/Softball Improvement Potential
  - Need to get a bathroom facility in that area
    - Talked about that when designing the new water treatment plant to save resources
      - Water treatment plant can't be open to the public for safety reasons so restrooms will need to be in a different area.
    - Kids have to run across the road and that is dangerous during the busy summer months
  - City also using the fields in the summer so there is a community investment
  - Need a press box put in for baseball and softball field area – best option is putting it in the middle of the 4 fields.
    - Need to get cost estimates of restructuring fields and getting a press box

- Put restrooms on the bottom of the press box – gender neutral and wheelchair accessible
    - Needs to be sound proof
  - Will there be internet/wifi available? - yes
  - How much was the soccer press box - maybe \$75k
- When is the time line? – not sure when going to start – likely August to November in the next 5 years
- Will there be a fence put up to protect the cars in the parking lot? – yes
- Check with community Ed for funding – They already invest in port-a-potty so could help with the restroom/press box cost – we don't want to raise the price to participate though
- Will the parking lot be re-paved? – there are a lot of pot holes – not sure if we are going to have funding for this year.
- HEAPR Priorities/PE Center Analysis
  - Handicap accessibility is important
  - Humanities and Blakely: 2 main project for completion
  - Need to have a plan and feasibility for the PE center – long term goal – architect will come in and take a look at possibilities
    - Potential field house for all sports to utilize – when center was built in 1970's there were no women sports – now there are 17 men's and women's teams and not enough locker room space

Two questions that were brought up at the end:

- USA Representative – does our committee ever look at the organizational structure of different department especially during the reconstruction and voluntary retirements?
- Unionization of the faculty at the Twin Cities. Will this have an impact on the Morris Campus?