

## Committee on Strategic Planning and Priorities

### Meeting Minutes: February 23, 2022

In attendance: Jeff Osborn, Matt Bender, David Blake, Dylan Chidick, Jana Gevertz, David Hunt, Debra Klokis, Dave Prensky, Roshni Raji, Lee Ann Riccardi, Lloyd Ricketts, Sean Stallings and Antonino Scarpati

Excused: David Blake

- Guest Speaker: Dave McNamara – AVP Facilities, Division of Operations
  - Reviewed state of affairs with Facilities
    - Noted the departure of several keep staff members including the retirements of Lynda Kane and Rhelda Richards. Several new hires including Maggie Greco (Lynda's replacement) and Paul Romano (Central Plant and Sustainability)
    - Financial Affairs for Facilities (Financial Affairs and Business Operations) now under the direction of Joe O'Brien
    - Facilities will strive to be more collaborate with all departments with a focus on the Health and Safety of Campus
    - Underground systems have not been maintained or operated properly for many years. Facilities team has inherited this and they will address this and work with the Treasurers department for funding
    - Working on establishing a new 5-year plan. Need to replace the existing plan as it was ineffective
    - Working to replace the entire fire alarm system on campus
    - Will have a plan to review all existing elevators on campus. Every summer, will look to replace 2 elevators. One administrative building and one residential starting with Bliss Annex and New Res
    - Summer of 2024, will look to upgrade parking garages – one at a time – Education first on the list
    - Deferred maintenance will be a major challenge as we have much to address
    - Dave plans on visiting with all Deans this spring
    - Under-utilized spaces to be investigated for multiple usage
    - Critical systems need upgrades, i.e. power, HVAC as well as underground infrastructure
    - Will look to inspect and replace bleachers as needed
      - Lloyd asked about deferred maintenance and how it will be prioritized
        - Dave prioritized Health and Safety as the top priority with the fire alarm system and steam (Chilled Water) as the first to be addressed. HVAC systems would be next and also will survey all buildings for issues that need to be dealt with
        - Will look to be more efficient with projects with better quality control and better designs. Strive for less change orders and improved RFP's. This should result in savings
    - Amanda Radosti has been promoted to Director of Environmental Health and Safety, reporting to Dave. Dave will work closely with Amanda.
    - Joe to work closely with Anup for purchasing as well as projects to see how we can be more efficient

- Anticipate all of this to take a couple of years to completely understand the needs of the campus and create a new master plan to present to Sharon who can then take it to the cabinet
    - Lloyd asked about the space planning initiative
      - Dave talked about existing plans and drawing not being accurate so his team is methodically going from building to building to get them up to date including infrastructure of buildings and rooms
      - Will store all this information in one area. Will look to start using TeamDynamix for a work order system as well as project management. IT currently uses TeamDynamix. Will also use this for Asset Management.
      - Joe mentioned that FAMIS will be replaced by TD and that HR is also looking to use TD
    - Nino asked about space utilization and if it would yield more classrooms – Dave replied that facilities goal is to provide valid building specs and information so that Academics can make these decisions
  - Dave talked about the success of the Campus Beautification project and the work completed but also asked for feedback for the work that was performed as well as the future work
  - Dave talked about the outsourcing of Building Services (currently 4 buildings) and that we have an active RFP for additional buildings
  - Deb Klokis asked about the maintenance of existing administrative buildings
    - Dave indicated that all buildings to be looked at but first we need to update building plans
    - Staff shortages continue to be a deterrent but that is being addressed and once we are fully staff, facilities will be more efficient
  - Deb asked about Roscoe West (not DEI) and the plan for it
    - Dave indicated that RW will also be a building top priority but we first need to update the building plans and gather necessary information to make an inform decision and establish a plan.
  - Jeff commented positively about all the work being completed and planned as well as acknowledging that it will take time for Dave to build his team and strategically this will allow Dave to rethink the organization to better serve the campus with a new master plan.
  - Dave completed his presentation
- Minutes from February 9<sup>th</sup>, 2022 meeting approved. Nino, seconded by Deb
  - Review the principles of developing the academic calendar
    - CSPP has one question concerning 34 days from the end of fall before starting the spring semester.
      - Frank Cooper confirmed that we can shorten the time to 30 days
    - Additional discussion concerning this ruling based on questions from Sean, Dylan and Nino
    - This was a five-year review
    - Jeff asked to confirm that we move to advance this with the changes. Matt, seconded by Joe
  - Lee Ann questioned if we have sent the minutes to SWG. It was determined that David Blake would send the minutes and that Jana would reach out to David to confirm

Minutes respectfully submitted by Joe O'Brien