

Physical Environment Committee Minutes

September 17, 2013
8:15am – 9:15am
Lincoln Building Conference Room

MEETING CALLED BY	Ted Curtis & Harvey Sterns – Co-Conveners
TYPE OF MEETING	UC Committee
FACILITATORS	Ted Curtis & Harvey Sterns – Co-Convener
NOTES SUBMITTED BY:	Shelly Keller
ABSENT	Garrett Dowd Elizabeth Reilly William Thelin Ralph Morrone USG – Vacant Position
ATTENDEES	Ted Curtis – Co-Convener Mark Dvorak Ann Hassenpflug – Vice Chair Julie Hykes Shelly Keller - Secretary Chuck Kunsman Denise Montanari Harvey Sterns – Co-Convener Shawn Stevens
INVITED GUESTS	None

Agenda topics

MINUTE APPROVAL

DISCUSSION	Approval of the 8/13/13 minutes was requested.
CONCLUSIONS	Chuck made a motion to accept the minutes as presented. Shawn seconded the motion and all were in favor.

MEETING ITEMS

General Discussion

University Council Update:

- Harvey informed the committee about recent events with University Council. Comments were made to the UC Steering Committee. The Faculty Senate, two weeks ago advised their feelings of the direction the UC wants to move is unacceptable. The UC would move to an advisory capacity not legislative. The majority believe the UC should retain the approach we have had. Harvey advised he spoke to the Provost and President, there was no vote at the last meeting but personally he feels the proposed changes would be detrimental. The existing bylaws have been tentatively accepted.
- It was asked what prompted these desired changes. Harvey advised lack of communication and we need to keep working on it. The bylaws are crafted to not overlap others bylaws. The HLC advised when they were here we are moving in the right direction with our UC. GSG is in the middle of how they feel about the Board's proposal.
- It was asked if the UC would eventually be abandoned and Harvey advised no. Each committee is an advisory to a VP. The VP would carry forth their committees if so.
- The belief is that we should have checks and balances and the UC provides that.

Committee Elections

- **Secretary** - Chuck nominated Shelly to continue with being the Secretary of the Committee. With no other nominations the committee voted 9-0 for Shelly to serve as Secretary.
- **Vice Chair** – Ann advised that she would continue on as Vice Chair. With no other nominations the committee voted 9-0 for Ann to serve as Vice Chair.
- **Chair** – Harvey advised that he would continue on as Chair. With no other nominations the committee voted 9-0 for Harvey to serve as Chair.

Scheduling Meetings

- It was decided that the committee would change their meeting time from 8am – 9am to best accommodate everyone's fall schedule. The following dates will serve as meeting dates for the remainder of the 2013 calendar year.
- October 15, 2013
- November 19, 2013
- December 10, 2013
- Shelly will reserve the conference room and send Outlook calendar reminders to everyone.

Freedom Trail

- Ted presented plans for the MetroParks Serving Summit County Freedom Trail to the committee. (See ATTACHMENT to 9-17-13 Minutes Freedom Trail)
- The Sasaki plan included a tie to the North/South Bike Trail using Exchange Street.
- Phase 2 is almost complete and will end at our UA campus. Land where it will end is owned by the UA Foundation.
- CVNP – Cuyahoga Valley National Park will be the only national park to touch a downtown city.
- Ted will have a meeting later today with the MetroParks Board and will be taking this plan to the UA Board of Trustees for their October meeting. Shelly made a motion for Ted to present to the UA Board of Trustees this plan for the MetroParks expansion and Chuck seconded the motion.
After the meeting the following information was provided via email to the committee:
- On 9-20-13 the committee was advised of the following update: *MetroParks is now changing their paving program for the trail. They are now starting to use asphalt and getting away from the crushed gravel for better wheelchair mobility.*
- On 9-23-13 the committee was advised of the following regarding the naming of the trail: *It was originally the Freedom Secondary Rail Line which went from Akron to Freedom Township in Portage County where it stopped. MetroParks liked the name so they dropped the Secondary Rail Line and called it Freedom Trail.*

Zook Hall Renovations

- It was asked at the last meeting for an update on the Zook Hall Renovations.
- Ted advised the College of Education is aware of the progression of this project.
- Central Hower will be used as swing space. Anticipate the move from Zook to Central to happen next summer.
- Discussion regarding cubicle vs locked offices. This will all be decided by the College of Education. There will be locked filing cabinets if locked offices are not offered. There are some fixed walls at Central Hower, expecting the offices to be about 10x12 or 120 sq. ft. The cubicle walls will probably be eye level and will not touch the ceiling. Office space at Central Hower hopes to be equivalent of what they had at Zook.
- Furniture will depend on the budget of the project.
- Hoping to keep all of swing space for Zook on 3rd floor of Central Hower.
- Denise made a motion that the Physical Environment Committee has the Capital Planning and Facilities Management Department, make a presentation to both University Council and the Education Department's College Council on the renovation plans for Zook Hall. It was also noted that if anyone has any questions the Department of Education and Capital Planning have been working together on the project. Chuck seconded the motion and all were in favor.

Wrap Up:

- Shelly made a motion to adjourn the meeting and Shawn seconded the motion. All were in favor.