# Physical Environment Committee Minutes

**March 11, 2014**

8:00am – 9:00am  
Lincoln Building Conference Room

<table>
<thead>
<tr>
<th>MEETING CALLED BY</th>
<th>Harvey Sterns – Co-Convener</th>
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<tr>
<td>TYPE OF MEETING</td>
<td>University Council Committee Meeting</td>
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<td>FACILITATORS</td>
<td>Harvey Sterns – Co-Convener &amp; Ann Hassenpflug – Vice Chair</td>
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<td>NOTES SUBMITTED BY:</td>
<td>Shelly Keller</td>
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| ABSENT                   | Ted Curtis – Co-Convener  
                          | Garrett Dowd  
                          | Mark Dvorak  
                          | Chuck Kunsman  
                          | Ralph Morrone  
                          | Elizabeth Reilly  
                          | USG – Vacant Position |
| ATTENDEES                | Ann Hassenpflug – Vice Chair  
                          | Julie Hykes  
                          | Shelly Keller - Secretary  
                          | Denise Montanari  
                          | Harvey Sterns – Co-Convener  
                          | Shawn Stevens  
                          | William Thelin |
| INVITED GUESTS           | Ralph Morrone |

Agenda topics

### MINUTE APPROVAL

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<th>DISCUSSION CONCLUSIONS</th>
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| Approval of the 2/14/14 minutes was requested.  
Julie made a motion to approve the minutes and Bill seconded the motion all members in attendance were in favor. |
MEETING ITEMS

General Discussion

Classroom scheduling – Harvey advised he will work with Ralph to create and work on the classroom survey. Some possible questions Harvey would like to see asked are the following: Is seating appropriate? Is there enough audio visual, outlets, screens etc.? Are draperies appropriate? The Registrar's office used to do a survey at end of spring/beginning of summer. Harvey is not sure that it is still going on. Surveys will be electronic. With an opportunity to provide written feedback as well.

Steam/Heating/Akron Thermal / Children's Hospital items came up and Shawn explained our steam loop.

The Committee members in attendance chose the following dates for our summer meetings. It was also requested to change the meeting time back to 8:15 am. All in attendance were in favor.
- May 13 8:15am
- June 17 8:15am
- July 8 8:15am

The committee discussed Budget Cuts and the Presidential Search.

Performance contract – What are the ramifications and maintenance factors? Good idea for this committee to visit buildings that are mothballed. Shelly will advise Ralph of the committee's desire to discuss this subject.

Custodial Contract/Building Services/Campus Services for facilities - How will budget cuts affect the Physical Environment of the Campus?

Shawn made a motion the end the meeting and Shelly seconded it. All in attendance were in favor.

Next Meetings:
- April 15, 2014 - 8:00am
- May 13, 2014 - 8:15am (note time change)
- June 17, 2014 - 8:15am (note time change)
- July 8, 2014 - 8:15am (note time change)