

Physical Environment Committee Minutes

March 18, 2015
8:00am – 9:00am
Lincoln Building Third Floor Conference Room

MEETING CALLED BY	Ted Curtis & Harvey Sterns – Co-Conveners
TYPE OF MEETING	University Council Committee Meeting
FACILITATORS	Ted Curtis & Harvey Sterns – Co-Conveners
NOTES SUBMITTED BY:	Shelly Keller
ABSENT	Denise Montanari Matt Wilson Ralph Morrone Bill Thelin
ATTENDEES	Ted Curtis, Co-Convener Harvey Sterns, Chair/Co-Convener Ann Hassenpflug, Vice Chair Shelly Keller, Secretary Stewart Blessing Julie Hykes Zach Kisor Chuck Kunsman Isaac Lampner Shawn Stevens
INVITED GUESTS	Ralph Morrone

Agenda topics

MINUTE APPROVAL

DISCUSSION	Approval of the 2/18/15 minutes was requested.
CONCLUSIONS	Chuck made a motion to approve the minutes and Stewart seconded the motion all members in attendance were in favor.

MEETING ITEMS

Agenda Items

- Campus Clean-up Day
Zac advised he has been working with Andrew Henry, Manager Ground Department and they decided April 18th worked best for grounds staff. Zac is in the process of getting volunteers now. Zac asked if anyone had suggestions for additional groups to reach out to for volunteers let him know. Chuck suggested talking to Chris Manor, all sports clubs have community hours and he could reach out to them. Contact him at: cpainte@uakron.edu.
The plan is for two - 2 1/2 hour shifts. 8:30am to 11am and 12noon to 2:30pm. Shelly suggested contacting Bob Kropf for Email Digest and Julie suggested having a message on Zip Line.
- Classroom Surveys –
Shelly advised Ralph is out of town but is currently compiling information from the survey and will have it available for us to discuss at our next meeting.
- Goals for Presentation to University Council (UC) –
- Harvey read our goals from last year to the committee. The committee has to have two goals for the upcoming year and needs to report on our two successes from the past year as well as our two challenges. After much discussion the committee decided on the following:
 - Top two successes -
 - Helping the College of Education streamline their process. This past summer the committee was engaged in the planning meeting with the building committee. This topic brought much discussion and it was decided this is a success and challenge.
 - Muslim Prayer Group Space - the committee's feelings were heard on this topic.
 - Top two challenges -
 - Monitor and make recommendations from this committee for the College of Education.
 - Library consolidation discussion.
 - Making sure the Established guidelines were followed for the Zook Building Project.
- Harvey and Ann will make a draft up for the presentation and send it around to the group.

General Discussions

- Questions were asked on the process of the Law Building Renovations. Matt advised the number of faculty is down from 32 to 28. Many employees lost were not replaced and those lower numbers allow us to use the extra space in the Law Building and we will not have to relocate to Central Hower during construction. The size of the Law Building is 120K sq. ft.
- It was asked to have a presentation of the Law Building Renovations be put on the next agenda.
- Harvey advised when Arts and Sciences was renovated they were involved. The processes for Zook and now for Law are both completely different than how Harvey's experience was.
- Elections for Officers for the upcoming year will need to be conducted soon.
- Tree ceremony – Jim Haskell and Ted Curtis provided a location for the tree. Chuck made a motion to approve the location and Stewart seconded the motion, all members in attendance were in favor. Location of tree is north of Student Union Starbucks, west of Buchtel Hall. Emails and location approvals are attached (See ATTACHMENT 3-18-15 Honors Tree Planting Ceremony Info)
- A notice will go out for details if any members of the committee would like to attend both tree ceremony and clean-up day.
- Harvey advised he and Ann will prepare the Goals for the committee. They are due by April 3rd and will be presented to UC on April 7th.
- Ted made a motion to adjourn the meeting and Stewart seconded the motion, all in attendance were in favor.

Next Meetings:

- April 22, 2015 - 8:00am – 9:00am

- May 13, 2015 - 8:00am – 9:00am
- June 17, 2015 - 8:00am – 9:00am