



FACILITIES COUNCIL  
MEETING NOTES  
April 19, 2006, 3:00 p.m.  
Bldg. 7/201

Present: Dawn DeWolf, Robin Geyer, Glenn Goss, Patrick Lanning, Marie Matsen, Happi Matthews, Margaret Robertson, Mike Ruiz, Tracy Simms, Susan Tatar

Absent: Karen Catlin, Mason Davis, Sandy Ing-Wiese, Bob Mention

**1. Agree on Agenda**

Agenda was approved with the addition of announcements.

**2. Approve Minutes**

Minutes were approved.

**3. Announcements**

Marie handed out a copy of the article, "Will Sustainability Take Root" from the April 2006 issue of NACUBO's (National Association of College and University Business Officers) "Business Officer" publication. On page 21, the article highlighted sustainability efforts at Lane.

**4. Standard Eight**

Marie handed out a Summary Progress Report on improvement plans in the Standard Eight Physical Resources accreditation study. Marie said the Standard Eight report is important for long-range facility planning and for starting the assessment process for improvement plans. Marie said the biggest improvement was the board of education dedicating more funds for maintenance. Marie said she would continue to get information for improvement plans that did not have updates.

**5. Participatory Process**

Council members discussed the draft survey questions that were sent with the agenda. Margaret and Patrick reported that Learning Council reviewed the survey briefly at their last meeting but will discuss it in more detail at the next meeting. Glenn commented on the timing with spring term layoffs. The council discussed pros and cons of other ways to gather input such as using focus groups.

Outcomes of the discussion were: Dawn would review the survey with Craig Taylor, the council would collaborate with the Learning Council, Tracy will explore putting a survey in Banner for students, and Happi will discuss the survey with the student senate on April 24.

Dawn moved and Patrick seconded to move forward with a staff survey with a link in The Daily for staff that would give staff the option of responding. Dawn, Glenn, Happi, and Margaret agreed. Robin, Tracy and Patrick agreed the survey should move forward but did not give it full support, and Marie and Mike abstained.

**6. Policy Gap Analysis**

Margaret provided a Policy Framework-Gap Analysis with the agenda. The council discussed what areas and categories already had policies attached, when a policy becomes official and College Council's role. Margaret asked members to find policy gaps where the FC needed to focus attention. Some of the gaps council members mentioned were in the areas of design, accessibility, diversity in the long-range plan, and maintaining capital investment. Marie said focus needs to be on the long-range plan in the area of Buildings. Margaret suggested a topic for the next joint LC/FC meeting would be a policy on creating an environment that supports learning.

**7. Space Needs and the Bond and Elements of the Long-Range Plan**

Margaret suggested the council members have an e-mail discussion on the last two agenda items. Margaret informed the council that Bob Mention would present on open space reserves and use at the next meeting.

**8. Next Meeting**

May 3, 3:00-5:00 p.m., Bldg. 7/201

Meeting adjourned at 4:50 p.m.

Submitted by: Susan Tatar