

## **Campus Facilities, Safety, and Security Committee**

### **Meeting Minutes January 30, 2004**

**Present:** Khaled Gasem, Suzanne Bilbeisi, Charles Lieder, Tom Woodford, Dan Lingelbach, Austin Hanes, Alan Brunken

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- The meeting was called to order by the chair, Khaled Gasem, at 12:00 noon.
- The Committee approved the minutes of 12/5/03.
- The Chair briefed the Committee on his meeting with Dr. Bosserman. He reported that the administration is willing to implement the proposed process within the current administrative structure for facility planning. The motivation for doing so is two fold: (1) to minimize expenses and (2) to avoid additional administrative burden.
- The Committee asked the Chair to continue his discussions with Dr. Bosserman and seek the full implementation of the proposed facility planning process. They emphasized that:
  1. Facility planning is a primary function that should be given its appropriate role and its adequate funding.
  2. A well-designed and carefully implemented master plan is necessary for any rational process for facility planning.
  3. A facility planning office is needed to provide the technical ability to guide infrastructure development and assure the implementation of the master plan.
  4. Facility planning process should have the required checks and balances of planning, implementation, and accountability.
  5. Constituency participation in facility planning is a critical element of the process.
  6. A methodical protective mechanism should be in place to prevent external pressures from creating undesirable and costly outcomes
- Dr. Brunken briefed the Committee on his experience with facility planning at OSU. He emphasized that the absence of (a) a viable master plan and (b) a University architect is a hindrance to quality facility planning and infrastructure development.
- The next meeting was set for Friday, 12:00 noon, February 20, 2004 in Engineering North 423.