

**FACILITIES MANAGEMENT
AVC ADVISORY MEETING MINUTES
March 17, 2010**

1. Discuss Upcoming Softball Tournament
 - Discuss possible addition of horseshoe tournament and ring toss games
Natalie Ball will serve as Chair of the committee again. She is planning on the first Friday after Finals unless there is a conflict with the Staff Senate picnic. Board recommended allowing family members to participate in the activities of the day, but left to the Committee to decide whether family would be allowed to participate in the softball tournament itself, depending on liability waiver and number of staff participants signing up.
2. Discuss 2010 Fall Festival—September 11 was selected as the date. Pricing is being gathered for purchase of T-shirts. Billy Pierce is Chair of the committee and had 8-9 people from last year who he hoped will help again, but he needs additional volunteers. He is reviewing suggestions from last year on how to improve the day, such as setting a schedule for each activity, etc. Committee will explore the cost of building a dunk tank in-house that could possibly be rented out to other departments on campus if they desired. Billy will present a budget to AI for consideration.
3. Uniform Policy Task Force
 - Review Task Force's Updated FMOP—Fundamental change to a true uniform program instead of a “clothing benefit” program was discussed and supported. Concern was expressed over the color choice and a desire to reconsider a darker color and/or choosing different colors for different departments. AI said he would get with the Uniform Policy Chair and the Central Stores Manager to see if we could get samples of the different shirt styles in the recommended color here for display during the comment period for the FMOP. Committee reps indicated that expectations are that the overall contract cost will be similar to current experience. AI suggested there could be a vote by all staff on final color choice if there appears to be substantial disagreement on this issue. The FMOP will be posted for a week to 10 day comment period and all staff will be encouraged to submit their comments in writing to members of the Task Force, to AI Stoverink, or to Jim Gibbs to be provided to the Task Force for a final review. Board agreed that no logos/insignias of any other university should be allowed.
4. Discuss Landscape Heavy Equipment Operator Issue
 - There is concern that some people in the Landscape Department who are paid as Equipment Operators are operating equipment while others who are paid as Heavy Equipment Operators are not able or assigned to do this. This seems in reverse of what should be. AI said he would review the situation with the FM Director of Landscape Services and report back at the next meeting.

5. Old Business

- A. **Street Lighting Issue**—All are happy with the new lighting. This item is complete.
- B. **Torchbearers Brainstorming**—Al will ask Jim Gibbs to confirm schedule with Elayne Pointer and report back.

6. New Business

- a. **Budget UPC Meeting**—Al reviewed what was presented at the UPC meeting he had just come from that morning, specifically:
 - i. One time 1% bonus (min. \$500 and max. \$900) is being given to Non-classified employees (who had not received a raise this year) on April 15.
 - ii. 2nd half of classified pay plan will be implemented July 1.
 - iii. 2% COLA raise will be given to non-classified staff July 1.
 - iv. Consideration of future merit pay adjustments per new classified pay plan will be put on Executive Council Agenda for future budgets that are brought to UPC.
 - v. 4% tuition increase recommended
 - vi. \$1.5M in new tuition revenue from increased enrollments is offsetting state budget cut—FM role in supporting enrollment growth is critical by the way we maintain facilities.
 - vii. Health care premium increase picked up 100% by University this year at cost of \$1.3M
 - viii. A student fee of \$10/credit hour as proposed by FM for Capital Renewal-Deferred Maintenance (CR-DM) was included in the budget
- b. **Journey To Excellence**—Al advised Board of upcoming site visit by APPA Reviewers on March 28-30.
- c. **Stop signs at Pawnee**—Board recommended that we eliminate stop sign for eastbound traffic and change south bound stop sign to a yield sign. Al said he would review this idea with others (University Planner and UPD) and report back at the next meeting.
- d. **Parking Fees and Enforcement**—There was concern expressed that staff at Convocation Center and Fowler Center are not required to purchase parking decal because there is no enforcement at the parking lots around those facilities. The same concern with regard to enforcement was expressed concerning Athletics. Board feels enforcement at FM area should be comparable to these locations. Al said he would talk to Parking Services and report back at the next meeting.