



MEETING MINUTES

Project:	Campus Master Plan 2020-30	Job Number:	N/A
Client:	N/A	Meeting Location:	Trevor Colbourn Hall 358B
Bldg / Rm#:	Trevor Colbourn Hall, Suite 358B	Meeting Date & Time:	2/19/2019 @ 8:30am
Attendees:	Anthony Merola, April Konvalinka, Bill Martin, Carl Metzger, Chris Kennedy, Curt Wade, Dave Norvell, David Zambri, Duane Siemen, Jeff Morgan, Manoj Chopra, Patrick Bohlen, Paul Lartonoix, Peter Mitchell, Tony Awtonomow, Suzy Hutson, John Settle	Transcribed By:	John Settle, UCF FP&C
		Copy To:	File

OBJECTIVE:

The purpose of the meeting was to present an overview of what is expected for the Campus Master Plan Update 2020-30.

MEETING MINUTES:

- 1) GENERAL – Bill Martin opened the meeting, each attendee introduced themselves and who they represent.
- 2) INTRODUCTION – Bill & Suzy Hutson
 - a. Overview of Elements, Element Leaders, and tentative schedule.
 - b. Overview of State Statutes, required Elements, and proposed combined Elements.
 - i. Asked attendees for feedback regarding combined Elements.
 - c. Overview of Goals, Objectives, & Policies (GOP), Data & Analysis (D&A), and Evaluation & Appraisal Report (EAR).
- 3) ELEMENTS OF THE CMP & OVERALL STRATEGY
 - a. Manoj Chopra – Inquired about high level changes and the possible impact to strategic plans and presidential goals.
 - i. Suzy suggested coordinating with Lisa Jones, Associate Provost for Strategy.
 - ii. Suzy explained that Academic Mission and Academic Programs Elements had been combined.
 - b. Duane Siemen, Patrick Bohlen, & Curt Wade gave positive response to combining General Infrastructure & Utilities.
 - c. Dave Norvell stated that Conservation stands alone (not Conservation, Energy and Sustainability, as proposed).
 - d. Suzy reviewed Proposed New Elements.
 - i. Public Safety (suggested by Seminole County Sheriff)
 - ii. Implementation
 - e. April Konvalinka – Asked for clarification regarding Sustainability being addressed throughout entire CMP – Yes, it should be.

- f. Bill & Curt – Discussed the need to fine-tune the maps to make more clear.
- g. Suzy – Asked everyone to think about any future potential priority projects and so we can create a new Capital Improvements List (CIL) for the Capital Improvements Element.
- h. Chief Metzger – Asked if Architectural Design Standards include specific construction standards regarding Public Safety.
 - i. Bill replied no, not too specific, only want high level, over-arching policies in CMP.
- i. Curt & Manoj – Discussed the critical need for space utilization of existing spaces, and Manoj noted the recent adoption of a new space policy.

4) QUESTIONS TO CONSIDER

- a. Suzy asked: Is a complete overhaul of CMP needed?
 - i. Bill – some elements will need major overhaul because of changes in leadership and strategic plans.
 - ii. April – is there enough time for a complete overhaul – not really.
- b. Patrick and Suzy – CIL and Future Land Use needs lot of attention.
- c. Should we add a Vision Statement – who writes?
 - i. Either new president, or borrow language from UCF’s mission statement.
 - ii. April suggested a workshop for element Leaders to collaborate on vision statement – Everyone agreed it was a great idea.
 - iii. April also recommends including UCF Communication and Marketing – Bill concurred.
- d. Should our CMP look ahead further than 10 years?
 - i. Bill – plenty to do looking ahead 10 years.
 - ii. Suzy – should look ahead 20 years for Future Land Use.
 - iii. Patrick – need to think about 100 years ahead, but 20 is realistic.
- e. Do we need a new look?
 - i. Suggested we change the look of the CMP to align with UCF brand lexicon.
- f. Chief Metzger – How involved should the police be in the Transportation Element?
 - i. Up to Element Leaders to coordinate between Transportation. and Public Safety – would be a good idea.
- g. Manoj & April – Suggested being provided an outline to fill rather than copying from previous CMP.
 - i. Suzy – New introductions should be written for each Element, but besides that, much of the content and format (GOP) should be based off previous CMP.

5) CAPITAL IMPROVEMENTS LIST (CIL)

- a. Duane will work on updating the CIL.
- b. Patrick – we should separate new buildings from renovations.
- c. Paul Lartonoix – how to get feedback from Deans?
 - i. Suzy suggested coordinating with Elizabeth Dooley.
- d. Discussion of uncertainty regarding the Facilities Budget Committee and how new buildings get added to CIL.
 - i. Patrick & Manoj – we should carry on as usual for now
- e. Bill – need to work on paring down CIL.

6) FUTURE LAND USE

- a. Developable Land (See revised PP, letters added as a point of reference)
- b. Partnership Campus (A)
 - i. Needs new name (President’s Reserve)
- c. Ara Drive (B)
 - i. Patrick Bohlen said we should decide between A & B for future research space – can’t be both.
 - ii. Area A would be very expensive to develop, as it has no infrastructure (roads, utilities, etc.).
 - iii. Future road from Research Drive to Percival Road. Future extension of Ara Drive to new road, is an option.

- d. Between Central Florida Blvd and Libra Drive, south of Gemini Blvd (C)
 - i. Largely Housing and Recreation/Open Space.
 - ii. Creative School to be moved closer to Central FL Blvd near BPW Scholarship House (Site approved by Dr Hitt in 2014).
 - iii. Additional Housing needed in this area.
 - 1. West and East of Academic Villages.
 - 2. Proposed Dining, Housing, Resident Life project at the former site of Buildings 38 and 39.
 - 3. Distant Future – at the existing Creative School site.
 - iv. Suzy recommended a large student garage and shuttle loop, in lieu of existing student parking lot.
- e. Alafaya frontage, south of University Avenue (D)
 - i. Paul suggested that anything new along Alafaya should be community-engaging.
 - ii. Entire group favored mixed use, including housing, retail, and intercept garages.
- f. Eastern Reserve (E)
 - i. BOT did not support Solar Farm idea last time around.
 - ii. We resubmit to the BOT and push for a vote this time.

7) HOUSING

- a. Discussed the critical need for more housing, including graduate housing. Shortage of Undergraduate beds.
- b. Peter Mitchell – New housing could go behind Academic Villages, or in current Creative School spot.

8) GREEN SPACES

- a. Manoj brought up the need for more green spaces.
- b. Suzy noted the CMP already addresses Greenspaces to extend as radial arms from the center of campus.
- c. Discussion of a three-step plan to add greenspace.
 - i. Build a large new garage in Area C and then eliminate student parking in Garages in the Academic Core.
 - 1. Extensive discussion of prohibiting undergrad parking on campus altogether – freshman only?
 - ii. Move faculty/staff parking from parking lots into garage space freed up by removing student parking.
 - iii. Convert grade parking lots to green spaces in designated areas.
 - 1. Handicap parking would be the only on-grade in the Academic Core.

9) PARKING

- a. Big problem that needs solutions.
- b. May have to restrict parking on campus to upper classmen.
- c. Bill noted the BOT decision to not raise parking rates.
- d. Chief Metzger & Suzy suggested intercept garages on the edges of campus.

10) WAREHOUSE & STORAGE SPACE

- a. Manoj – Research storage needed badly.
 - i. Renovation of building 76 might work, would have to be gutted.
- b. Dave – Need dry storage and chemical storage
- c. Duane – need to look at options – new building, or perhaps fortifying existing building.
- d. Chief Metzger – Hazardous Materials building (48) needs to move away from other support buildings (16A-F, Police).
 - i. Have to find appropriate space.

11) HURRICANE PREPAREDNESS

- a. Need updated Emergency Operations Plan.
- b. Suzy – look into strengthening the new Learning Laboratory building.
- c. Paul – the new Performing Arts Center is a good candidate for a shelter space.

End of Meeting Minutes