**SENATE AGENDA ITEM III.B.1.**

**28 August 2012**

**COUNCIL ON CAMPUS PLANNING AND USAGE (CCPU)**

**ANNUAL REPORT TO THE FACULTY SENATE**

**2011-2012 ACADEMIC YEAR**

David Rohall and Dana Lindeman, Committee Co-Chairs

**Council Members**: Brett Eberhardt, Recorder; Jeff Laurent; Dana Lindemann, Miriam Satern, Beth Hansen (spring appointment as sabbatical replacement for David Rohall), Rafael Obregan, David Rohall

**Ex Officio Members:** Scott Coker, Director of Physical Plant and Chair of the Master Plan Implementation Team; Eric Ribbens, Landscape Liaison to the Strategic Planning Committee; Jacob Woodworth, Student Government

**Meeting Dates:** Monthly meetings were held the first Friday of each month, from 2:30 until 3:30 pm. Meetings occurred on September 2, October 6, November 4, and December 2 of 2011, and on February 3, April 6, and May 4 of 2012. In lieu of the regularly scheduled meeting in March, CCPU members met with consultants from SmithGroup JJR from 3:00 until 4:45 pm on Tuesday, March 20, 2012.

**Summary of Meeting Activities**

The CCPU met monthly during the 2011-2012 school year. The primary goals of the committee were to: (1) address any usage and planning concerns brought to our attention, (2) progress a website providing information regarding planning and usage on campus, (3) develop planning for better communication between physical plant and faculty members, and to (4) provide input to SmithGroup JJR regarding the updated campus master plan. At our regular meetings, updates on major campus projects and planning, and campus landscaping, were presented by ad-hoc members Scott Coker and Eric Ribbens, respectively.

(1) Over the course of the year, members discussed various issues relayed to them by other students or faculty. For example, faculty concerns over parking difficulties resulting from the steam system construction were raised and quickly addressed by CCPU with the assistance of Scott Coker (the resulting solution was to add additional faculty/staff parking spaces in the Q lot next to Western Hall). CCPU members also discussed the condition of several buildings on campus, and in particular, concerns regarding Currens and Waggoner. The CCPU supports soliciting faculty input from across the entire campus before moving forward. To achieve this, one member developed a draft version of a faculty campus usage survey.

(2) The CCPU website initiative began in the 2010-2011 academic year but still needed work on the Frequently-Asked-Questions (FAQ) section of the site. This work was completed through committee review (e.g., adding questions and editing the existing questions) and the computer programming of one committee member.

(3) Communication between faculty and physical plant was greatly improved by working with Scott Coker, Director of the WIU Physical Plant. Scott was able to attend our meetings and provided information that led to a better understanding of how physical plant staff currently interacts with faculty. We discussed suggestions for improvements in communication and agreed that more work could be done to publicize building representatives on campus and to promote information about building representatives (i.e., who they are and their role in maintaining facilities) and CCPU.

(4) Throughout the 2011-2012 year, the CCPU served as a faculty voice in the process of updating the campus master plan. We were informed and had representation for the selection of the architecture firm in the fall, and in the spring, CCPU members met with SmithGroup JJR to provide input and feedback toward the development of an updated campus master plan.

**Planning for 2012-2013**

There are several items that remain in progress and will be addressed by the CCPU during the 2012-2013 school year. There is a sense that CCPU should be more involved in the Faculty Senate and that the chair or a member of CCPU should be available at senate meetings and be able to report directly to the senate on issues concerning planning and usage on campus as well as provide information about senate meetings to members of CCPU, especially on issues related to the work of the committee. There was consensus that communication between university administration and CCPU could be greatly improved by inviting Dr. Ken Hawkinson, Provost and Academic Vice President, to attend one CCPU meeting each semester. With the CCPU FAQ webpage ready to go online, members should update the building representatives list if needed, then post the FAQ’s and send out a message to faculty regarding the new page. And, the survey of faculty on campus regarding buildings and space will continue in fall, 2012. CCPU will remain involved in the process of updating the campus master plan.

**Leadership and meetings for 2012-2013**

Dana Lindemann agreed to serve as Chair for the 2012-2013 school year. CCPU will continue to meet the first Friday of each month from 2:30 until 3:30 pm, with meetings scheduled as follows:

September 7, 2012 in the Chicago Room

October 5, 2012 in the Chicago Room

November 2, 2012 in the DuSable Room

December 7, 2012 in the Chicago Room

February 1, 2013 in the Chicago Room

March 1, 2013 in the DuSable Room

April 5, 2013 in the Chicago Room

May 3, 2013 in the Chicago Room