

DRAFT
FACILITIES PLANNING COMMITTEE MISSION STATEMENT

The Facilities Planning Committee is charged by the University President with having primary responsibility for all University facilities, which includes all buildings and grounds.

The Facilities Planning Committee in its advisory capacity to the University President and to the Chief Administrative Officer acts as a clearinghouse for all internal requests for capital projects, renovations, campus moves, assignment of space, utilization of University facilities, and grounds issues.

The main priority of the Committee, in support of the academic mission of the University, is the protection of classroom space, none of which can be removed without unanimous support of its membership.

The Committee's membership comprises the Chief Administrative Officer, who serves as the chair; all Executive Committee members; two members of the Faculty Senate; and one person from Arts & Sciences.

Renovations and capital projects must be a part of the annual budget requests by all Chief Officers and Vice-Presidents, with allowances for emergency, unique, or provisional circumstances. All agenda items must originate with Committee members, and address considerations for health, safety, security, elimination of architectural barriers for the handicapped, energy conservation, functionality, aesthetics, technology, costs, and how the project will complement and support the University's academic mission – with the end result being student centered.

As a general rule, space within an academic department, residential halls, and the Student Center is assignable within those departments by the relevant department chair, director, chief officer, and/or vice-president.

Assignment of office spaces for staff, faculty, department chairs, administrators, directors, chief officers, and vice presidents will be based on generally accepted standards for net assignable square footage wherein applicable and when physical conditions and available space permit.

The Facilities Planning Committee will meet once each month during the academic year or as needed.