1. **Call to order**

The meeting was called to order at 10:03 a.m.

2. **Review of the minutes from November 5, 2020 and December 3, 2020**

The minutes from November 5, 2020 and December 3, 2020 were approved as written.

3. **Chair’s remarks**

Chair Borys started the meeting with council member introductions and updated on the council on university projects.

The UW Seattle Founder’s Hall has started construction with an expected completion date within 18 months. The chair also noted that the UW Bothell & Cascadia College STEM building and UW Tacoma Milgard Hall projects are continuing development. Tacoma’s project recently finished project definition. The UW Bothell Husky Village development, a P3 project, was reviewed by the Architectural Commission at its December meeting. The project includes 1,000 beds in a variety of dorm room types; it will have student services on the ground level and a central dining facility.

The commission is continuing with their interest in diversifying the architects working on UW projects. This was evident in the three finalists interviewed at the December meeting for the Interdisciplinary Engineering Building on the Seattle campus—all three were award-winning firms with national reputations.

Mike McCormick noted two additional P3 projects: The U-District station building is currently on hold for capital markets to catch up. The W27 building on west campus will house the Clean Energy Institute. Both are going through developer and architecture selection.
In response to member questions, McCormick mentioned there have been no new identified cases of COVID transmission on construction sites. In spring 2020, there were 6 cases in the population health building. Contractors monitor their workers and are regularly inspected.

Cariello noted there is a dashboard available to review all COVID-19 cases at UW. Vaccinations are becoming available to parts of the population and will be provided in stages within Washington State. The medical campus has reached capacity in daily vaccinations. Analysts suggest by April 1st, 50% of the population across the country will no longer be susceptible to COVID-19 but for safety we need to reach at least 70%. UW anticipates Spring 2021 to be like Fall 2020 and Winter 2021 in term of regularly scheduled courses, but they do expect there to be more on-campus activities around May 2021. In particular, the library buildings may be able to be opened. UW plans to be back to regular instruction for Fall 2021, based on national trends.

4. Council charge revision discussion (see attached)

Chair Borys shared a draft proposal of a revision of the council description in the Faculty Code (Exhibit 1) for council members to consider. She explained the reasons this charge came forward this year, and the basis for the discussion document. The most important reasons include:

- Faculty code language from 1964 that describes the role of the council is out of date in relation to capital project processes of the 21st century
- The annual charge to "monitor" capital projects originated when most were funded by the state and prioritized in uneven ways; the reality of these processes today is far more professionally managed leaving it unclear that recent "monitoring" has much substantive value
- Considerable confusion about what "services" the council should have some responsibility for and how that responsibility is manifested

She provided for consideration the description of equivalent faculty committees at three different universities, noting their shared emphasis on planning.

A member emphasized the importance of FCUFS with two examples: Class C legislation on the inclusion of general classroom space in any new building on the main campus (2017), and in response to the acquisition of the UW Tower in 2009. He suggested that in considering a new description the members should imagine what kind of impact (though legislation, for instance) the council would like to have.

A member mentioned services have been a large part of what FCUFS focuses on. Administrative services have become very technological rather than the typical facilities services such as maintenance. For these types of services, it is important to be involved at the early stages. He also raised an issue of whether certain services are covered by other councils and suggested that some general mention should be in the description.

Members noted interest in a document that would outline council procedures and important aspects the council would like to address. There was a discussion of keeping the Faculty Code description relatively short, and then enumerating current areas of concern in an administrative memo that could
be revised more easily as needed. One member suggested that inclusion of the university mission basics in the code would be appropriate.

Cariello observed that the language for the Code is important because it gives the council the authority to be involved in the decision processes. An additional memo would be a good way to describe how the council engages with the Faculty Senate as part of the shared governance endeavor.

5. **Good of the order**

Nothing was stated.

6. **Adjourn**

The meeting was adjourned at 11:20 a.m.

*Minutes by Alexandra Portillo, faculty council analyst, xanport@uw.edu*

**Present:**

*Faculty Code Section 21-61 A:* Ann Marie Borys (chair), Ashley Emery, Bill Erdly, Andy Hoofnagle, Gundula Proksch

*Faculty Code Section 21-61 B:* Bruce Balick, Nataliya Muzyka, Alena Wolotira

*Faculty Code Section 21-61 C:* Lou Cariello

**Guests:** Mike McCormick

**Absent:**

*Faculty Code Section 21-61 A:* Sandeep Vaidya

*Faculty Code Section 21-61 B:* Matt Weatherford

**Exhibits**

Exhibit 1 – FCUFS charge review 1.1.21
Faculty Council on University Facilities and Services
DRAFT PROPOSAL for Council Review/ Discussion/ Revision

1.1.2021

This draft has been created as a first step to enable a discussion that will eventually produce a recommendation to the Faculty Senate Executive Committee in answer to the following charge:

Revise FCUFS responsibilities in Faculty Code, Sec 42-39, to better reflect the changed organizational and budgetary contexts in which policies and decisions relating to campus built environments and administration are considered.

Included below are:
Existing charge
Proposed name change
Proposed charge
Examples of charges from three other institutions that vary in length

Existing charge

Section 42-39  Faculty Council on University Facilities and Services  
The Faculty Council on University Facilities and Services shall be responsible (as described in Section 42-33) for all matters of policy relating to University facilities and services such as building needs, space utilization, supplies and equipment, administrative services, and parking and traffic problems.

Proposed charge-- for discussion

The Faculty Council on _____ shall review and advise the administration on all matters of policy relating to the physical environment of the campuses as they contribute to and affect the mission, goals and quality of life at the University, including those relating to capital project planning and development, priorities for project funding and implementation; inclusive project processes and design impacts; adequacy and continuous improvement of campus learning environments; maintenance and improvements of campus landscapes; transportation, mobility, and accessibility issues; and the impact of campus development on surrounding neighborhoods and on climate action goals.
Proposed name change—for discussion
Faculty Council on University Built Environments (FCUBE)
Faculty Council on Physical Resources Planning (FCPRP)
    (UC Riverside – Committee on Physical Resources Planning
    UMass Amherst—Campus Physical Planning Council)

Examples of charges from three other institutions

UC Riverside:
The Committee on Physical Resources Planning provides advice to the chancellor and
represents the division on matters concerning the use of campus lands and buildings.

University of Cincinnati (note-scope includes curriculum which I have deleted):
The planning committee shall consider all aspects of physical planning, and make
recommendations concerning the development of short-range, intermediate-range, and long-
range plans. In addition, the committee shall examine, review, and make recommendations
about proposals initiated by the university administration or other parties.

UMass Amherst:
Note: this "charge" includes scope, criteria, and membership guidelines which I have
included for interest.

The Campus Physical Planning Council advises the UMass Amherst administration on issues
relating to the physical environment of the campus as they contribute to and affect the mission,
goals and quality of academic life at the University. The CPPC serves as a forum for the
communication and exchange of ideas and proposals regarding development on the campus
and its impact on the campus community, the surrounding neighborhoods, and the towns of
Amherst and Hadley.

The intent of the Council’s involvement is to carry out intelligent and representative reviews of
proposed projects, and to offer timely and constructive comment and recommendations
directly to the administrative group managing the projects as well as serving as an advisory
body to the Provost, Vice Chancellor for Administration and Finance, and Faculty Senate.

Scope of Council Reviews:
The CPPC reviews initiatives that will result in a physical alteration to the campus fabric. The
types of projects that fall under the Council’s review include:
(a) Site selection for new buildings or other space development;
(b) Site development for buildings or landscape architectural projects such as plazas, open
    space areas, recreational areas, pedestrian zones, parking lots;
(c) General character, size, massing and materials of proposed new buildings or major
    renovations;
(d) Proposed alterations to historic elements of the campus;
(e) Plans for changes to the patterns of access and circulation systems on campus, and as these connect to town systems;
(f) Priorities for new buildings and structures;
(g) Issues regarding the campus master plan;
(h) Issues related to Frank A. Waugh Arboretum;
(i) Policies concerning the scheduling and utilization of University academic space; and
(j) Policies designed to improve campus services.

Evaluative Criteria:
The CPPC reviews proposals to consider the general ‘fit’ between the project and a range of contextual conditions, including:
(a) The health and safety of students, employees, visitors and residents of the campus;
(b) Potential impacts on movement, visual accessibility and environmental conditions in the surrounding context in which the project is proposed;
(c) The degree to which the proposal incorporates sustainable practices in site and building development;
(d) The aesthetic impact of the proposed development;
(e) The impact of the proposed project on the campus master plan and future development considerations; and
(f) Use of campus for teaching and research.

Council Procedure:
The Council reviews proposals in the preliminary phase of the site selection, planning and design process at the stage when suggestions and recommendations can still be incorporated. They receive information on the projects again at the completion of the design development stage.
(a) Facilities and Campus Services (F+CS) brings projects before the Council at the appropriate stages of planning and/or development.
(b) The Council will produce reports, in an advisory capacity, to the Provost, Vice Chancellor for Administration and Finance and Faculty Senate through the faculty Council chair. The Council will vote on pertinent issues when necessary.
(c) F+CS provides staff support for the Council.
(d) The Council will meet monthly (generally, on the 1st Thursday of each month), 12 months per year.

Membership
Its membership shall be:
The following individuals will have voting membership on the Council:
(a) Nine Faculty Members, selected at large;
(b) One Faculty Member from the Department of Landscape Architecture and Regional Planning, one from the Architecture+Design Program and one Librarian;
(c) One Member from the Massachusetts Society of Professors, selected by the Massachusetts Society of Professors;
(d) The Director of the Arts Council or a designee, serving ex officio;
(e) The Director of the Stockbridge School of Agriculture or a designee, serving ex officio;
(f) The Associate Chancellor and Chief Planning Officer, serving ex officio;
(g) The Vice Chancellor for Administration and Finance or a designee, serving ex officio;
(h) The Associate Vice Chancellor for Facilities and Campus Services or a designee, serving ex officio;
(i) The Provost and Senior Vice Chancellor for Academic Affairs or a designee, serving ex officio;
(j) The Executive Vice Chancellor for University Relations or a designee, serving ex officio;
(k) The Vice Chancellor for Research and Engagement or a designee, serving ex officio;
(l) The Vice Chancellor for Student Affairs and Campus Life or a designee, serving ex officio;
(m) The Director of Athletics or a designee, serving ex officio;
(n) The President of the Graduate Student Senate or a designee, serving ex officio;
(o) The President of the Student Government Association or a designee, serving ex officio; and
(p) Two Graduate or Undergraduate Students appointed by the Chair of the Campus Physical Planning Council with concurrence by the Rules Committee.

The following individuals will have non-voting membership on the Council:
(p) The Director of the Physical Plant;
(q) The Director of Design and Construction Management;
(r) The Director of Campus Planning;
(s) The Dean of Libraries;
(t) The Director of Environmental Health and Safety;
(u) The Director of Parking;
(v) The Director of Transit;
(w) One Representative from the Town of Hadley;
(x) One Representative from the Town of Amherst; and
(y) The Secretary of the Faculty Senate or a designee.

The Council is chaired by a faculty member elected by the faculty members from among voting Council members.