**Campus Planning Committee Meeting**

**Friday, April 26, 2013**

**2:00 pm -3:00pm**

**221 Weill Hall**

**Meeting Minutes**

*Attending: Steve Wolf (chair), Tanya Husick, Tom Cole, Michael Manville, Pete Salino, Kristin Gutenberger, Joe Lalley, Maria Cimilluca, Mina Amundsen, Todd Bittner, Susan Riley, Mary-Lynn Cummings*

1. Introductions - Steve Wolf opened the meeting with members introducing themselves.
2. Capital Plan – Tom Cole provided an overview of the University’s 2013 Draft Capital Plan, so that members could understand the context for many of the projects that are brought before the CPC. He went over the elements of the plan, as well as the process of developing the plan. The development process begins at the end of August with a call for projects to be submitted. Capital projects are mostly facilities projects but also include other kinds of projects such as infrastructure projects, administrative systems and leases. The requests are submitted from the University’s academic and administrative units in October, reviewed by CPG (Capital Planning Group), and the Contract Colleges Steering Committee. The Draft Capital Plan is approved by the CF&PC (Capital Funding and Priorities Committee) in January of the next year and the units are notified in February. Approval of the Capital Plan is requested from the Buildings and Properties and Finance Committees of the Board of Trustees in March with approval for inclusion in the University’s Operating Budget by the Board of Trustees in May.
3. BME siting discussion – Deferred to the next CPC meeting
4. Ideas – for future discussions

(For this last agenda item, members are encouraged to reflect on topics, ideas and projects that they would like to see discussed at future meetings. The premise is that the Planning staff and the CPC have the potential to be engines of change on campus and we welcome new ideas.  Our conversation will focus on a process by which ideas can be surfaced, discussed and perhaps acted upon.  By way of example, Steven Wolf has suggested that food trucks be welcomed on campus and the tunnel connecting the Ag Quad and the courtyard behind Mann Library be a focus of a design/build workshop.)