| Campus Planning and University Space Advisory Committee |
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Meeting Minutes

November 12, 2024 (2pm to 3pm) – Virtual Zoom Meeting

1. Call To Order/Announcements / General Information
2. D. Twedell called the meeting to order at 2:01 p.m.
3. Roll Call
4. Approval of Meeting Minutes (September 10, 2024) - Draft meeting minutes were emailed to the Committee before the meeting. D. Twedell solicited approval P. Couret approved and the motion was seconded by J. Way
5. Approval of Agenda - The Agenda was emailed to the Committee before the meeting. D.Twedell solicited approval. J. Way approved and the motion was seconded by M. Ogg
6. Meeting Schedule for AY24/25 - Monthly - Every 2nd Tuesday, 2:00 pm - 3:00 p.m.
7. Old Business: Academic Reorg - No new updates, but will broaden this to Campus Moves.
8. New) Business:
   1. Student Peace Pole - Presented the Rotaract Club represented by Dulce Leon
      1. The Rotaract Club is an international humanitarian club focusing on volunteering and leadership within the community and the world. Their mission is to provide services to the community, to promote integrity, inclusiveness, and peace. In honor of their mission, they would like to establish a peace pole on campus.

The pole consists of upcycled PVC and will be about 6ft tall with words of peace written around it in 8 different languages including Pomo. The pole is largely maintenance free and the students will decorate small rocks to encircle the pole’s base. D. Leon stressed the idea is to promote peace and inclusiveness on campus.

D. Leon stated that students would like to establish the pole in time for the World Peace Conference in late January 2025. D. Twedell mentioned that we may not get all the approvals in time for the conference, but J. Sanchez-Biedermann mentioned that there could be other ways to participate in the conference.

D. Leon identified two possible locations on campus;. 1) Butterfly Garden as it is beautiful and is attended by the campus as well as the outside community 2) Quad between International Hall and Salazar Hall.

Two other students, Maraya Rojo and Vanessa Sanchez, also gave testimonials as to what a peace pole would mean to them. M. Rojo spoke of emotional resilience and a reminder that the students are not alone. V. Sanchez mentioned the hostility or sentiments of hostility this last year, and how many students feel they do not have a voice.

* + 1. Of the proposed locations, D. Goss mentioned that the Quad is more accessible. J. Way agreed and mentioned that the Butterfly Garden and adjacent area there are several points of interest established that it may too concentrated in one area. By having the Peace Pole in the Quad, it would allow space for each tribute to be honored.
    2. There are 2-3 trees in the Quad that are at the end of its life cycle. D. Twedell mentioned that in 2017 the campus established a Peace Tree Memorial which entailed the planting of gingko trees (sign of peace). Facilities Management can begin grafting from these trees and plant them in the quad. An MOU would be needed.
    3. P. Couret inquired about the rocks overfilling the concrete collar around the tree. D. Twedell mentioned that the rocks would be monitored by Rotaract Club.
    4. D. Twedell asked if other CSUs have participated in peace poles, and D. Warotama mentioned that Sacramento State University and San Jose State University have them with positive results.

Meeting adjourned at 2:26 p.m.

Future / Ongoing Topics

1. Campus Master Plan Signage
2. Kinesiology & Athletic Master Plan Review
3. CPDC Current Project List Update
4. Ives/Nichols Feasibility Assessment (In Progress)
5. Art/Carson Feasibility Assessment (pending)
6. Multi Year Capital Outlay Draft Review FY26/27 (will be reviewed in AY 24/25)

***CHARGE TO COMMITTEE***

*This committee is advisory to the Provost and the Vice President for Administration and Finance. They are charged to develop and implement processes and procedures for managing campus space and facility use. All recommendations should be focused on creating a physical environment on campus where function, aesthetic quality, and physical characteristics are blended to create a desirable and inspirational atmosphere for students, faculty and staff. Areas of review include, but may not be limited to, selection of sites for new buildings and other facilities on campus, review of Sonoma State University's five-year Capital Outlay Program submission, the assignment of space, building and renovation plans, alteration to the campus grounds, campus planning and design standards, and the prioritization of minor and major capital requests. The work done by this committee will provide recommendations to the Provost and the Vice President of Administration & Finance for consideration of, regarding resource planning for physical facilities projects, improvements, and additions.*

***COMMITTEE CORE VALUES:***

* *Promote Transparency*
* *Maintain a membership that is inclusive of a broad range of campus constituents*
* *Arrive at recommendations through a collaborative process*

***ACTIONS & PRIORITIES***

* *Review incoming space need requests*
* *Method for determining recommendations to the President*
* *Review requests for space renovation projects that involve a change of use and/or change of occupancy*
* *Review and recommend the five (5) year capital plan for Sonoma State University (Annually)*
* *Develop sub-committees as necessary to develop and manage CPUSAC policies and processes (Ongoing)*

***REPORTS TO:***

* *Provost/Vice President for Academic Affairs & Vice President for Administration and Finance/Chief Financial Officer*

***PERTINENT POLICIES****:*

* *Space Allocation and Management*
* [*Space Modification and Renovation*](http://www.sonoma.edu/policies/space-modification-and-renovation)
* [*University Signage*](http://www.sonoma.edu/policies/university-signage)
* [*Construction of New Buildings and/or Structures*](http://www.sonoma.edu/policies/construction-new-buildings-andor-structures)
* *SUAM (State University Administrative Manual, Section 9100 – Five-year Capital Improvement Program*

***COMMITTEE MEMBERS (2022-2023):***

| *NAME* | |  | | | *COMMITTEE POSITION/TITLE* |
| --- | --- | --- | --- | --- | --- |
| ☒ | J. Dana Twedell | | | | Facilities Management, AVP (Chair) |
| ☒ | Mike Ogg | | | | Senior Director of Budget and Planning for Academic Affairs (Vice Chair) |
| ☐ | Kamen Nikolov | | | | Green Music Center (designee) |
| ☐ | Evan Ferguson | | | | Information Technology, Chief Information Officer (or designee) |
| ☐ | Neil Markley | | | | Sonoma State Enterprises, AVP (or designee) |
| ☐ | Laura Krier | | | | Library, Dean (or designee) |
| ☐ | Erin Hunter | | | | REACH, Associate Director of Campus Housing (or designee) |
| ☒ | Anna Reynolds-Smith | | | | Student Affairs, Assistant VP for Student Affairs, Assessment & Strategic Ops |
| ☒ | Jessica Way | | | | Conference & Events, Managing Director of EA Ops & Administration |
| ☒ | Nicole Annaloro/Karen Leitsch | | | | Athletics, Senior Director (or designee) |
| ☐ | Tyson Hill | | | | Risk Management, Senior Director (or designee) |
| ☒ | J. Dana Twedell | | | | Campus Building Official |
| ☐ | Puspa Amri | | | | Chair of Academic Planning, Assessment & Resources Committee (APARC), Faculty |
| ☒ | Dolly Waratoma | | | | Campus Planner, Chancellor’s Office |
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| Appointed: | | |  | |  |
| ☐ | Emily Acosta Lewis | | | | Academic Senate Representative |
| ☒ | Madelyn Boyd | | | | Associated Student Representative, Student |
| ☒ | Young Min Chun | | | | Faculty Representative, elected by the General Faculty |
| ☐ | Bonnie Cormier | | | | Staff Council Representative, elected by the General Staff |
| ☐ | TBD | | | | Dean (appointed by the Provost) |
|  |  | | | |  |
| Staff (non-voting) | | | |  |  |
| ☒ | Dennis Goss | | | | University Scheduler |
| ☒ | Patty Couret | | | | Campus Planning, Director of Campus Planning, Design, & Construction |
| ☒ | Jamie Hermann | | | | Facilities Management, Director of Business Services (or designee) |
| ☐ | Jenifer Barnett | | | | Contracts & Procurement, Managing Director |
| ☒ | Jennifer Sanchez | | | | Sustainability, Director |
| ☐ | TBD | | | | Staff appointed by the Chair/Vice Chair to support the committee |