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Campus Planning and University Space Advisory Committee

Meeting Minutes

March 11, 2025 (2pm to 3pm) – Virtual Zoom Meeting

1) Call To Order/Announcements / General Information
   a) D. Twedell called the meeting to order at 2:02 p.m.
   b) Roll Call
   c) Approval of Meeting Minutes (November 12, 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 L. Krier
   d) Approval of Agenda - The Agenda was emailed to the Committee before the meeting. D. Twedell solicited approval.L. Krier approved, and the motion was seconded by B. Cormier
2) Meeting Schedule for AY24/25 - Monthly - Every 2nd Tuesday, 2:00 pm - 3:00 p.m.
3) Old Business:
   a) Campus Moves - No updates
4) New Business:
   a) Multi-year Capital Outlay Plan
      i) D. Twedell presented the multi-year plan for addressing deferred maintenance and capital infrastructure needs on campus, totaling 93 million dollars over five years. The plan includes replacing aging infrastructure for elevators, addressing issues with IDEC units, and upgrading the solar array on the Salazar roof. Dana also discussed the need for more power in the Darwin building to support labs during planned power outages. The plan also includes academic projects, such as the water utility project, which is currently the top priority on the CSU list. The plan will be reviewed in May and potentially approved by the Board of Trustees in July.
      ii) D. Warotama inquired if Ives Hall is a science building. Both D. Twedell and M. Ogg confirmed that Ives Hall is used more for the arts.
      iii) M. Boyd asked about the various funding sources for the upgrades. D. Twedell explained to the committee that the funds originate from multiple sources; state funds, bonds, trusts, parking revenue, and self-support entities.

iv) D. Warotama inquired about the status of the roadways. D. Twedell reported that it is funded by one-time TRP (total return portfolio) funds.

b) Current project update:

i) D. Twedell mentioned two major projects: the North Lake Dredging, anticipate to start summer despite permitting challenges, and a planned power shutdown on August 2nd and 3rd for campus switchover for the solar array installation. Youngmin inquires about the impact on employee housing during the August outage, and D. Twedell confirms that generators will be used to power Cabernet Village. D. Twedell also mentioned future plans to reduce duration of winter break power outages and eventually transition to zone-specific outages.

Meeting adjourned at 2:31 p.m.

Future / Ongoing Topics

a) Campus Master Plan Signage

b) Kinesiology & Athletic Master Plan Review

c) CPDC Current Project List Update

d) Ives/Nichols Feasibility Assessment (In Progress)

e) Art/Carson Feasibility Assessment (pending)

f) 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*
- *University Signage*
- *Construction of New Buildings and/or Structures*
- *SUAM (State University Administrative Manual, Section 9100 – Five-year Capital Improvement Program*

COMMITTEE MEMBERS (2024-2025):

	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

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