

Campus Planning and University Space Advisory Committee

Meeting Minutes

September 9, 2025 (2pm to 3pm) – Virtual Zoom Meeting

- 1) Call To Order/Announcements / General Information
 - a) M. Ogg called the meeting to order at 2:03pm
 - b) Roll Call
 - c) Approval of Meeting Minutes (April 8, 2025) - Draft meeting minutes emailed to the Committee before the meeting. M. Ogg solicited approval. No objections from the Committee.
 - d) 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 T. Hill
- 2) Meeting Schedule for AY25/26 - Monthly - Every 2nd Tuesday, 2:00 pm - 3:00 p.m.
- 3) Old Business:
 - a) Campus Moves Update - M. Ogg reported that most of Nichols was moved to Stevenson over the summer, except the Nursing faculty and Nursing teaching lab, to support their FNP teaching, and will remain there, as there are considerations for Nichols. L. Morimoto inquired about a deadline for Nursing to vacate Nichols and if they will be moving to PE. Kinesiology has program needs and is concerned about the impact if they move to PE. M. Ogg reported that currently, there are discussions about Nursing in Salazar classrooms (east) or Nichols. The discussion is in its infancy - more to come as it becomes available.
 - b) Peace Pole/Peace Tree Dedication (Nov 2024) Oct/Nov 2025

D. Twedell reported that the Peace Pole will be revealed in October/November, along with the dedication of the peace trees. The Ginkgo trees are being donated from Hiroshima, in partnership with collaborators from Japan.
- 4) New Business:
 - a) CPUSAC Kick-off - P. Couret revisited the slide deck for our new members and highlighted that there are still openings for others to join. P. Couret introduced the committee members for the current academic year, after which the committee's organization and charge were reviewed. ([Attachment A](#))

b) Pre-college Programs Relocation (Schulz)

P. Couret reported that Pre-college programs will be relocating from Building 49 (located near the campus greenhouses) to Schulz 1136 (former Charlie Brown Cafe). Building 49 will be condemned as it is past its life cycle. D. Goss inquired about the CSUEU office located in Building 49. D. Twedell mentioned that it has been arranged that they will be moving into an office on the second floor of Schulz.

c) Athletic Space

D. Twedell reported that athletic spaces have been vacated. Use of vacated spaces will be arranged between Academic Affairs and Student Affairs on how it will be used. Currently, the spaces will be used for Club Sports until athletics return. L. Morimoto expressed concerns that the use of spaces will restrict teaching and research capabilities. A meeting has been scheduled with Dr. Jones regarding the arrangement between Kinesiology and Athletics, which was initiated to share the spaces. D. Twedell mentioned that the new Vice President of Administration and Finance will also be a part of the conversation. M. Ogg mentioned that PE rooms 1 and 6 are academic spaces, and there is a process by which it is scheduled. Student Affairs' plan is to use the space for approximately one year.

5) Future CPUSAC topics

D. Twedell reported potential items for this academic year, including but not limited to the campus master plan, signage, and the North Pond gathering area.

Meeting adjourned at 2:28 p.m.

Future / Ongoing Topics

- a) Campus Master Plan Signage
- b) CPDC Current Project List Update
- c) Ives/Nichols Feasibility Assessment (pending)
- d) Art/Carson Feasibility Assessment (pending)
- e) Multi Year Capital Outlay Draft Review FY27/28 (will be reviewed in AY 25/26)

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 (2025-2026):

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)
☒ Jake Hornsby	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
☒ Tyson Hill	Risk Management, Senior Director (or designee)
☒ J. Dana Twedell	Campus Building Official
☒ Lauren Morimoto	Chair of Academic Planning, Assessment & Resources Committee (APARC) (designee)
☒ Dolly Waratoma	Campus Planner, Chancellor's Office

Appointed:

☒ Lauren Morimoto	Academic Senate Representative
☐ TBD	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
☒ Belen Aguilar	Facilities Management
☒ Jenifer Barnett	Contracts & Procurement, Managing Director
☐ Jennifer Sanchez	Sustainability, Director
☐ TBD	Staff appointed by the Chair/Vice Chair to support the committee
☒ Roger Hess	Energy Project Manager