Campus Planning and University Space Advisory Committee

Meeting Minutes

October 13, 2026 (2pm to 3pm) – Virtual Zoom Meeting

1) Call To Order/Announcements / General Information
   a) M. Ogg called the meeting to order at 2:06 pm
   b) Roll Call
   c) Approval of Agenda - The agenda was emailed to the Committee before the meeting. M. Ogg solicited approval. No objections from the committee.
   d) Approval of Meeting Minutes (September 8, 2026) - Draft meeting minutes emailed to the Committee before the meeting. M. Ogg solicited approval. No objections from the committee.
   e) AVP for Facilities Management Update
      a. None

2) Old Business:
   a) Vibrancy Initiative Update - This agenda item will be postponed to the next meeting. The update on the vote for the naming of Salazar 2012.

3) New Business
   a) Copeland Creek Art (Cali Pearce)
      This agenda item will be postponed to the next meeting. M. Ogg mentioned that this item is similar to the process with the dragonfly sculpture. There is also discussion amongst the Cabinet to formalize the Art Committee. Until the committee is established, the interim process is that the Art Director will review for temporary installations. Current artwork policy allows for 6 month installation and allows for another 6 month renewal with CPUSAC's review.
   b) Minor Master Plan Revision

      The University Master Plan establishes a long-term framework for the physical development of the campus, aligning land use, facilities, infrastructure, circulation, and open space with the university's academic mission and strategic priorities. It guides individual capital and space decisions so that near-term investments support, rather than constrain, the university's long-term vision. During an audit of the master plan, it was discovered that there were two existing structures that did not have a facility number (Toast and Green Music Center Restrooms). In addition, the 12kv substation needed to be added. These changes would be submitted as a minor master plan revision (see Attachment A).

- L. Krier requested clarification of what is a minor master plan. P. Couret clarified that minor adjustments (maximum of 3 changes) can be made to the master plan - not that the master plan is minor.
- M. Ogg inquired about the existing structures since they have been on campus for a long period of time. P. Couret was not sure why previous planners did not include them before. It may have been because Toast was self-support and at the time and/or that it was a kiosk and it did not need to be reported and that the Green Music Center restrooms may have been considered as part of the Mastercard Pavillion but that project has been canceled or postponed indefinitely.
- Y. Chun requested clarification of the athletic facilities such as the soccer field on the master plan. P. Couret clarified that the document is long range planning and in addition to existing buildings, it includes proposed future facilities. Y. Chun followed up with the baseball field and softball field and their locations. T. Hill mentioned from previous CPUSAC meetings, the baseball field was intended as dual use and clarified that the master plan is viewed as a projection if enrollment grows and not necessarily intended to be done soon. P. Couret confirmed that it is a guiding document for potential future development.
- N. Markley inquired about concession stands needing a facility number. M. Berrospe noted that it is included as part of Weill Commons (Facility No. 52)
- L. Morimoto requested clarification on Facility No. 21 - if it was the new outdoor seating that was added as part of the North Pond Dredging project. P. Couret clarified that outdoor seating areas are not considered a structure and would not have a facility number on the master plan.
- M. Ogg inquired about adding new facilities or renaming future facilities on the master plan - would it be considered minor or major revision? M. Berrospe clarified that minor master plan revisions encompass items that do not require the Board of Trustees (BOT) approval. Examples such as adding a facility number, or removing a building footprint, but an architecturally significant facility change is major and requires BOT review and approval.

Mike requested a motion to approve the minor updates to the Master Plan. L. Krier approved and L. Morimoto seconded the motion. There were no objections from the committee.

c) Nichols Exterior Building Sign

P. Couret reported that over two decades ago, the campus installed blue serif font on campus buildings - placing the letters on buildings for visibility from long distance. There are a few buildings that do not have building lettering; Salazar Hall, Schulz Hall, Wine Center, Student Center, and Person Theatre. Stevenson Hall is the first building that deviates from the campus building lettering.

The Nursing Expansion project's scope encompasses a glass storefront common area/lobby (east side of the building). With this design, there will be a canopy that extends the building's footprint to the columns of the overhang. Two options were provided:

- Rendering 1 - Letters on Building: Serif font which matches existing campus letters. The letters are visible from a distance but as visitors approach the building, the bottom of the letters are cropped at the bottom. This is a traditional font and typically used for large lettering such as signage for greater visibility from distance. Signage would be illuminated from the front.
- Rendering 2 - Letters on Canopy; Sans Serif font which is similar to Stevenson letters. The letters would have full visibility. This is modern text and typically best used on paper. From a distance, the edge of the letters can appear thin and may be difficult to read. Signage would be illuminated from behind.
    - N. Markley inquired if the letters will be blue or as depicted on the rendering, proposed it to be offset to the left of the building, and noted that it is important that the letters have contrast with the building. P. Couret reported that the intent is blue to match existing campus building letters. The letters were intended to be over the main entrance to the building to lead visitors to the entrance. There is a tree planting on the corner of the building which may cover the letters if letters were on the left side. P. Couret also noted that the rendering shows the building color similar to Stevenson Hall exterior but there is discussion in maintaining Nichols' exterior color since it is the character of the building and cleaning to brighten it up. It has a beige color in the concrete so the blue lettering would have contrast on the building.
    - M. Ogg inquired about the monument sign and its location. P. Couret reported that earlier in the year, the sign was damaged by a truck. It was intentional not to replace it immediately in anticipation of the project. There are some landscape changes, but intended to replace the sign near its original location.
    - L. Morimoto prefers the canopy letters but inquired of any maintenance concerns regarding letters on the building as opposed to projected away from the building and being more vulnerable to weather elements. P. Couret reported that the focus was accessibility for lighting maintenance, but appreciated L. Morimoto's comment for consideration - additionally the letters on the canopy may be more susceptible to cobwebs.
    - P. Couret mentioned that the designers provided two font styles on the rendering and both are viable options - it depends on the campus' direction; serif to continue with the existing letters or sans serif to modernize. P. Couret mentioned that if the sans serif becomes the new campus standard, she suggested that all campus lettering should be updated for consistency. M. Ogg mentioned that a campus standard needs to be determined. T. Hill suggested soliciting student feedback on building letters. W. Gin is concerned that the bottom letters of the serif font will blend in with the canopy and requested a revised rendering with the blue letters. W. Gin and L. Morimoto preferred sans serif - especially on the canopy because it would appear cleaner and easier to read.
    - J. Sanchez inquired if bird spikes would be needed for letters on the canopy - it may attract them to perch on the letters. P. Couret appreciated

the comment for consideration as bird spikes would impact the readability of the letters.

M. Ogg requested a vote by category; location, color, and font.

- Location: The committee unanimously recommends letters on the canopy.
- Color: 10 out of 12 recommends blue letters
- Font: 6 votes for sans serif, 3 votes for serif

N. Markley closed this business item with a pun “I shot the serif but I did not shoot the canopy”.

Meeting adjourned at 2:51 p.m.

Future / Ongoing Topics

a) Campus Master Plan Signage

b) CPDC Current Project List Update

CHARGE TO COMMITTEE

This committee is advisory to the Provost and the Vice President for Administration and Finance and is charged with developing and implementing processes and procedures for managing campus space and facility use. All recommendations should focus on creating an 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 for 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 (2026-2027):

	NAME	***COMMITTEE POSITION/TITLE***
☐	J. Dana Twedell	Facilities Management, AVP (Chair) and Campus Building Official
☒	Mike Ogg	Senior Director of Budget and Planning for Academic Affairs (Vice Chair)
☒	Kamen Nikolov	Green Music Center (designee)
☒	Michael Cramer	Information Technology, Chief Information Officer (or designee)
☒	Neil Markley	Sonoma State Enterprises, AVP (or designee)
☒	Laura Krier	Library, Dean (or designee)
☒	Madison Shepard	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)
☒	Willie Gin	Chair of Academic Planning, Assessment & Resources Committee (APARC), Faculty
☒	Martin Berrospe	Campus Planner, Chancellor's Office

Appointed:

☒	Lauren Morimoto	Academic Senate Representative
☒	Clarissa Ayala	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, Chancellor's Office
☒	Roger Hess	Energy Manager, Chancellor's Office
☒	Casey Kelley	Marketing
☐	TBD	Staff appointed by the Chair/Vice Chair to support the committee