



Facilities Planning & Management

UNIVERSITY OF WISCONSIN-MADISON

MEETING MINUTES - APPROVED

Campus Planning Committee

April 18, 2024

Hybrid Meeting

Bascom Hall– Room 260 + Virtual WebEx

8:30am to 10:30am

NOTE: Reference meeting recording on [CPC website](#)

1. CALL TO ORDER

Present: Jenna Alsteen, Cathy Arnott Smith, Kate Corby, Josh Goldman, Yevgenya Grinblat, Yoshiko Herrera, Provost Charles Isbell, Bret Larget, Paul Peppard, Tonia Pittman, Tom Prunell, Doug Sabatke, Lindsey Stoddard Cameron, Mark Wells, Eric Wilcots

Excused: Diana Hess, Alex Lynn, Kurt Paulsen, Doug Reindl, Deneen Wellik

FP&M: Lexie Baslington, Jim Bogan, Angie Bollinger, Kirsten Coe, Sadie Derouin, David Gerber, Janine Glaeser, Chad Hinman, Lindsey Honeyager, Patrick Kass, Molly Lenz, Brent Lloyd, Jesse Luckey Winters, Gabe Mendez, Missy Nergard, Madeline Norton, Holly O'Higgins, Peter Schlecht, Clark Solowicz, Ginny Routhe, Manny Tarin, Margaret Tennessen, Cindy Torstveit, Scott Utter, Aaron Williams, Craig Weisensel, Mila Yasko

Guests: Chris Bruhn, Ryan Pingel, Alex Roe, Kurt Stephenson

a. Provost Isbell, committee chair, called the meeting to order at 8:30am.

2. OLD BUSINESS

a. Approval of Meeting Minutes from February 22, 2024. **(ACTION ITEM)**
▪ **Motion to approve by Stoddard Cameron, second by Goldman**
Minutes approved unanimously.

3. NEW BUSINESS

a. Six-Year Capital Budget Rankings as submitted to Universities of Wisconsin (UWSA) - Torstveit
▪ Refer to Presentation Recording ([CPC website](#))
▪ Update by Cindy Torstveit, Associate Vice Chancellor of Facilities Planning & Management.
▪ Universities of Wisconsin is currently reviewing all projects across the system ahead of sending to the Division of Facilities Development (DFD) later this fall.
▪ FP&M presented each biennium project list and associated location map for reference.

b. Six-Year Capital Budget Debrief/Process Discussion Part II – Schlecht
▪ Refer to Presentation Recording ([CPC website](#))
▪ Continued discussion around roles and goals of the Campus Planning Committee (CPC) to achieve three primary objectives:
▪ Clarify the role of the Campus Planning Committee.

- Enhance the Campus Planning Committee’s impact within the policy framework.
 - Ensure that time is effectively utilized to achieve meaningful outcomes for the Campus Planning Committee and for Facilities Planning & Management.
- Review of Committee charge, membership, and activities.
- Take-aways from February 22, 2024, CPC Meeting
 - Clarity of what to review and the expectations for CPC work.
 - Trust the FP&M process but desire more understanding of the decision-making process.
 - Six-Year Capital Development Plan process: Projects need to be further along with a well-defined scope and budget.
 - Six-Year Capital Development Plan process: Focus on the top fifteen projects in the first biennia only.
 - Ensure comments and discussion are shared with leadership.
 - Cross-discipline approach: Building project conversations often begin in individual school/college/divisions and this committee could explore ways to approach projects with broader cross-campus partnerships in mind.
- Provost: Goal is to make this committee more meaningful. The committee and process appeared to emphasize the project ranking and engaged the committee after the most impactful decisions were made.
- Target: The committee has trust in FP&M and would like a better understanding of the process and reasoning leading to the decision making. The ranking process was more rubber stamping without understanding the why.
- Schlecht: Reviewed the difference between the Campus Planning Committee and Design Review Board.
- **Approach #1: Informing CPC through Focused Meetings**
 - Deepen CPC’s understanding and inform their reviews during ranking process.
 - Structure CPC agendas throughout the planning process to inform members on various topic areas, such as: Research, Infrastructure, Recreation, Instruction, etc.
 - Invite UW-Madison subject matter experts to lead focused reviews and present assessments of current conditions, future needs, and proposed solutions.
 - Provost: It is also important to understand the physical campus and development from the 10,000-foot level. A baseline understanding to help inform the process.
 - Robertson: It would be beneficial to understand the real estate and building conditions across campus to understand the ability for use.
 - Provost: I would recommend mapping showing different data points across campus that is difficult to understand otherwise.
 - Alsteen: It would be helpful to understand building conditions at the point of project presentations to prioritize needs.
 - Stoddard Cameron: What are the institution’s values around buildings related to function, programmatic needs, and sustainability? The one-pagers lost the ‘story’ behind the project needs which missed an important opportunity around narrative.
 - Pittman: The timeline on the committee does not align with the needs of the process. There was no on-boarding process and as a one-year appointee I have limited time to understand continuity, priorities and past decision making.
 - Wilcots: CPC was given status updates for the West Campus District Planning project and could have been more involved. Similarly, there will need to be decisions made about the Humanities site. What is the role of the CPC in thinking about that part of campus?
- **Approach #2: Early Awareness in Major Project Planning**
 - Provide the CPC with an earlier awareness of Major Facility Projects under consideration for the Six-Year Capital Development Plan ranking process.

- Present projects to the CPC on initiation of facility Pre-Design Plan to include programmatic goals, potential sites, goal alignment and other factors impacting campus.
 - Enhance awareness to leverage synergies among schools/colleges/divisions and foster cross-disciplinary discussions.
- Robertson: We have limited space on campus. Can we be thinking about some of our research activities and where they should be located on or off campus. Understanding the highest and best use for each parcel on campus.
- **Approach #3: Campus and SCD Framework Plan Reviews**
 - Engage CPC in the campus and individual unit Framework Plans to ensure a more comprehensive approach.
 - Engage CPC at designated milestones throughout the Campus Framework Planning process.
 - Include the CPC for reviews of all proposed amendments to the Campus Framework plan.
 - Provide the opportunity for SCDs to present their unit's Framework Plan and review its alignment with the Campus Framework plan.
 - Approach adds additional insights into the decision-making framework, maximizing limited funds and leveraging synergies while also promoting a cross-disciplinary approach.
- Alsteen: Is it the expectation that every SCD has a framework plan?
 - Schlecht: It is a prerequisite of the Board of Regents, Universities of Wisconsin, and the State that we are doing appropriate planning. These plans are one way of ensuring that requirement.
- Robertson: It may be informative to bring projects back to the committee once completed to reconfirm goals and program in the context of implementation.
- Wilcots: These are three components that are not distinct and not mutually exclusive.
- Provost: This discussion has been about creating situational awareness for the committee and creating a mechanism for feedback from the committee. How do we execute on those intents and what happens at the end of the process? How does the committee desire to express feedback? Should we vote on rankings? Should we vote/approve on other things?
 - Robertson: My recommendation would be if we as a committee understand the process for which we are involved and the framework for which projects are prioritized it seems appropriate that we then trust and endorse the FP&M recommendations.
 - Provost: The CPC endorsement is about the final product being consistent with what they have been presented and agreed to via the process.
 - Torstveit: While we are informing the committee on the overall process, do we also bring forward a smaller sampling of projects to understanding them at a deeper level?
 - Wilcots: On some level that is appropriate, but ideally it is through the process that the committee understands the story and the why.
 - Goldman: FP&M should be picking projects to bring in from of this committee to understand both the project and adjacency impacts.
 - Larget: We received information and then were required to decide. It would be helpful to have FP&M or SCD identify what the specific needs are along with any connected information. The final endorsement is less about the ranking and more about the priorities and needs being met.
 - Stoddard-Cameron: If buildings are vessels for human activity, it might not be important to understand what is happening on a certain floor. As an example, a residence hall would be a high priority. The decision gets more nuanced when looking at teaching/learning vs. research space and academics.
 - i. Provost: This is an expression of values and priorities. This is the principal element to capture and more forward.

- Schlecht: It will be our challenge to balance the amount of information needed to ensure the values and priorities of the project are being adhered and carried forward so the committee can have confidence in the process.
- Provost: This committee is interested in understanding ‘what is in the glass.’ The CPC seems to want to have discussions at a high enough level to feel meaningful and engaged without the nuances of detail that may or may not impact final project delivery long term.
- Stoddard-Cameron: Can we elevate ‘sustainability’ on Approach #1?
 - Schlecht: Agreed. Topics listed are pulled directly from the Charter.
- Alsteen: As a one-year, non-voting term member I feel it was a disadvantage for having the appropriate amount of time to feel knowledgeable on the topics and engaged in the discussions.
 - Provost: I will bring this up before the Academic Staff and Faculty Executive committees going forward.

4. ANNOUNCEMENTS

- a. Next meeting is May 9, 2024.

Date	Tentative Agenda Topic(s)	Location
May 9, 2024		Hybrid Bascom Room 260
September 19, 2024		Hybrid Bascom Room 260
October 17, 2024		Hybrid Bascom Room 260
November 14, 2024		Hybrid Bascom Room 260
December 12, 2024		Hybrid Bascom Room 260

5. MEETING ADJOURNMENT

- **Chair adjourned meeting at 9:45am.**