

**COMMISSION ON UNIVERSITY SUPPORT
MEETING MINUTES
April 19, 2012
325 Burruss Hall**

MEMBERS

Members Present: Robert Broadwater, William Dougherty (for Erv Blythe), Betsy Flanagan, Kathy Hosig, Leigh LaClair (for Mike Coleman), Ed Lener, Maxine Lyons (for Sue Teel), Guy Sims, Tom Tillar, Jim Tokuhisa (Chair), Sherwood Wilson

Members Absent: Jack Davis (with notice), Karen Gehrt, Kelsey Heiter, Achla Marathe (with notice), Henry Quesada Pineda (with notice), Ryan Smith, Tom Wertalik, Daniel Wubah

Recorder: Kayla Smith

Guests: Leigh Lally, Steve Mouras, Linda Woodard

1. Approval of agenda

Dr. Tokuhisa called the meeting to order at 2:03 p.m. Mr. Dougherty moved to approve the agenda. The motion was passed unanimously.

2. Announcement of approval of March 15, 2012 minutes

The minutes were approved electronically in advance of the meeting.

3. Special Presentation: Wayfinding Master Plan Overview

Ms. Leigh Lally provided an overview of the Wayfinding Master Plan and its development process (Attachment A).

4. Special Presentation: Physical Addressing Initiative

Mr. Steve Mouras provided an overview of the physical addressing initiative. This project has been underway for almost 2 years as a collaborative effort to improve customer service and assist wayfinding in several areas such as campus mail services, emergency services, and visitor travel. There was an initial soft roll-out in August 2011 with a goal of one year to full implementation. Initial implementation to the residence halls worked well, but for the larger campus community, some significant issues were presented with Banner, Hokiemark, and other institutional systems.

The launch was halted and a committee was formed to evaluate the broader impacts and to create a plan for re-launching the physical address change. One major accomplishment of the committee has been convincing the United States Postal Service to allow a 5-line addressing system so that building names can be included. A plan for the new

implementation should be ready for presentation to the university's senior leadership next month.

5. Old Business

a. Election of Chair of Commission on University Support

Mr. Dougherty recommended Ms. Maxine Lyons for next year's Commission Chair. The motion was seconded by Dr. Flanagan and passed unanimously.

b. Selection of Faculty or Staff Representative to the Transportation and Parking Committee

The Chair recommended Tom Wortalik for next year's staff representative to the Transportation and Parking Committee. No objections were given to this recommendation.

6. New Business

No new business was presented for Commission consideration.

7. Reports from Committee Chairs/Representatives

a. Building Committee

The Building Committee met on March 29. Leigh LaClair (representing Mike Coleman) presented a brief overview of the Committee's discussions, which focused largely on the progress of the new classroom building. A committee has been established to determine the university's needs in relation to the project.

b. Energy and Sustainability Committee

The Energy and Sustainability Committee met on March 19. Leigh LaClair (representing Mike Coleman) presented a brief overview of the Committee's discussions, which centered on Earth Week events, Recycle-mania, Eco- Olympics, and the Y-Toss program.

c. Transportation and Parking Committee

The Transportation and Parking Committee met on April 18. Steve Mouras provided an overview of the meeting. The Committee elected a new Chair, Bruce Harper, and re-elected Ladd Brown as Vice Chair/Recorder. The Committee has also finalized the update to the Second Appeals Hearing.

8. Acceptance of Committee Minutes

Mr. Dougherty moved that the Commission accept the following list of minutes:

Energy and Sustainability Committee Minutes
February 27, 2012

Transportation and Parking Committee Minutes
February 22, 2012

The motion was seconded by Dr. Sims and passed unanimously.

9. Next meeting date

September 20, 2012

Adjourned at 2:48 p.m.

Respectfully submitted,

Kayla Smith