I. Meeting called to order by Tom Taylor (1:30 p.m.)
   A. Voting members present: Jorge Vanegas, Kate Miller, Clint Magill, Mladen Kezunovic, Drew Shelnutt, Jeff Seemann, Joe Weber
   B. Voting Members Absent: Konrad Johnson, Bill Dugas, Jeannie Laird
   C. Ex-Officio Members Attending: Karan Watson, Tom Taylor, B. J. Crain Deborah Wright, Rod Weis, Lallah Howard, James Massey

II. Approval of October 13, 2010 minutes as submitted

III. Reports from Sub-Councils
   A. Proposed Stevenson Companion Animal Life Care Center Expansion—James Massey (Dr. Presnal present)
      1. The College of Veterinary Medicine & Biomedical Sciences submitted a request to expand the Stevenson Companion Animal Life-Care Center. The expansion will support future needs of the center which is approximately at 70% capacity with existing animals. The College has indicated that the current facilities are not adequate for large birds enrolled in their program and the approximately 2,500 square foot addition will support the next phase of the growth of the center. In consultation with the University’s Facilities Services Department, a $650,000 total project cost estimate has been developed and approved by Dean Eleanor Green.
      2. Funding for the renovation will be from donor funds and future support will be funded from $10M endowment for the center.
      3. The Technical Sub Committee (prior to reorganization) reviewed the request and recommended that this project proceed as requested.

   Action/Recommendation: CBE had no objections and voted unanimously to recommend approval to the President. A letter will be sent from CBE to President Loftin recommending his approval for this project.

   Responsible Party: Karan Watson and Tom Taylor
IV. Items sent to sub-councils

A. Re allocation of Space in the Graphic Services Building—Division of Student Affairs is requesting the MSC Print ‘N’ Copy be relocated to vacant space located in the Graphic Services Bldg while the MSC is being renovated, but has also requested to remain in the facility permanently to enhance their customer base.

1. Discussion followed: Engineering and Science are also interested in this space. CBE will wait for other requests for permanent occupancy since they were told this was assigned space.

2. Decision needs to be made because the MSC West Wing renovation could begin as early as January 2011 and the Print ‘N’ Copy needs to move. This move is not their choice, but mandatory.

Action/Recommendation: Request assigned to sub-council for review

Responsible Party: Facilities Utilization Sub-Council

B. Exclusive Use of Classrooms for Army ROTC Initiative (Third Floor, Military Science Building and Addition)

1. Request submitted due to grant from United States Army Cadet Command to designate TAMU Army ROTC Dept. as the pilot program for the establishment of a “Battle Lab” to incorporate simulation and gaming into military instruction focused on decision making.

2. Discussion followed: This will remove rooms currently used as classrooms. What emphasis should be placed on the fact that the space is needed because of an available grant? Facilities Coordination has a space inventory database.

3. Should seek input from Registrar’s office before making decision.

Action/Recommendation: Request assigned to sub-council for review

Responsible Party: Facilities Utilization Sub-Council

V. Pending Items with Sub-Councils—no updates at this time

A. Campus Clocks—Design Review Sub-Council

B. Photovoltaic Energy System Project—Design Review Sub-Council and Technical Review Sub-Council
VI. Review of Sub-Council Charges

A. Design Review Sub-Council Charge
   1. Chaired in past by campus architecture, but position no longer on campus. Is it important to have someone from College of Architecture as chair of Design Review Sub-Council?

B. Facilities Utilization Sub-Council Charge

C. Maintenance Sub-Council Charge
   1. All sub-council members have been named and now listed on the charge for the sub-council.
   2. Deferred Maintenance Task Force has completed draft and will be presented to President shortly.

D. Technical Review Sub-Council Charge—it was noted that there are no faculty or student reps on this sub-council due to technical analysis performed by this sub-council. The faculty and student analysis will come from CBE members.

VII. CBE Process

A. All sub-councils should consult each other as appropriate.
B. Sub-councils will have flexibility to determine if it is beneficial to allow representatives to attend when members cannot be present.
C. A transparent, flexible process is the goal.
D. CBE relies on the sub-councils to think through the details.
E. Drafted memo to Deans/Vice Presidents reviewed which documents the process for the reorganized CBE.

Action/Recommendation: Drafted memo will be further revised to clarify the process before it is sent to the Deans/Vice Presidents.

Responsible Party: Karan Watson and Tom Taylor