I. Attendance

A. Voting members present: Bill Dugas, Mladen Kezunovic, Jeannie Laird, Clint Magill, Joe Weber, Scott Bowen (Student Government Rep Voting FY12, but Konrad Johnson not present)

B. Voting members absent: Konrad Johnson, Kate Miller, Jeff Seemann, Drew Shelnutt, Jorge Vanegas

C. Ex-Officio members present: Karan Watson, Rodney McClendon, James Massey, Rod Weis, David Woodcock, Deborah Wright

D. Non-voting members present: Valerian Miranda (Voting FY12)

E. Guest: Matt Fry

II. Meeting was called to order by Dr. Rodney McClendon (1:30 p.m.)

A. Congratulations to Dr. Karan Watson upon being named as the Provost and Executive Vice President for Academic Affairs.

B. Sub-Council Chair changes made by the CBE Co-Chairs
   1. Rod Weis has been named as the Chair of the Maintenance Sub-Council.
   2. Tom Reber has been named as the Chair of the Technical Review Sub-Council.

III. Approval of February 22, 2011 Minutes

A. Clint Magill moved to approve minutes as are. Bill Dugas seconded the motion.

B. CBE approved unanimously.
IV. Presentation by Sub-Councils

A. Soccer Bleacher Additions—David Woodcock for Design Review Sub-Council

1. February 23, 2011, the Design Review Sub-Council reviewed the soccer bleachers expansion and roof covering project.

2. The Concept Design presented lacked the sophistication that good engineering is expected to exhibit, and does not appear to show accurate interpretations of the structure, roof edge conditions, light, etc., that will be developed as the project moves forward. The council was advised that the roof would be a tan color, similar to other adjacent buildings.

3. With the assurance that Design Development will take these comments into consideration, the Design Review Sub-Council recommended the approval of the Concept Design of this project as being consistent with other design in the Athletic Master Plan and the Campus Master Plan.

4. CBE passed unanimously to recommend this project to the President for his approval.

Action/Recommendation: Letter will be sent to President Loftin stating that CBE recommends the soccer bleachers expansion and roof covering project.

Responsible Parties: Karan Watson and Rodney McClendon (Jo Williams to draft letter)

B. Increased Scope of Corps Dorms Renovations—David Woodcock for Design Review Sub-Council

1. Charney Rydl, Sam Hawes, and Chris Emmerson were in attendance for questions related to Corps dorms.

2. On February 23, 2011, the Design Review Sub-Council reviewed the schematic design for the Corps Dorm Renovations and Addition of Learning Center and other space at Harrell and Lacy Dorms.

3. The Design Review Sub-Council recommends approval of the schematic design for this project as being consistent with the intent of the Campus Master Plan.

4. CBE unanimously passed the motion to recommend this project to the President for his approval.

Action/Recommendation: Letter will be sent to President Loftin stating that CBE recommends the approval of the schematic design for the Corps Dorm Renovations and addition of the Learning Center and other space at Harrell and Lacy Dorms.

Responsible Parties: Karan Watson and Rodney McClendon (Jo Williams to draft letter)
C. Parking Lot Connection of Lots 12 and 38—David Woodcock for Design Review Sub-Council

1. On February 23, 2011, the Design Review Sub-Council reviewed the request to connect parking lots 12 and 38 as part of the ongoing parking lot rehabilitation project. This parking lot connection will add a net seven parking spaces.
2. The Design Review Sub-Council recommended approval.
3. CBE unanimously approved the recommendation to connect parking lots 12 and 38.

Action/Recommendation: Letter will be sent to President Loftin stating that CBE recommends the approval of the connection of parking lots 12 and 38.

Responsible Parties: Karan Watson and Rodney McClendon (Jo Williams to draft letter)

D. Demolition of College Ave. Apartments at University Apartments—David Woodcock for Design Review Sub-Council

1. On February 23, 2011 the Design Review Sub-Council reviewed the request to demolish the College Avenue apartments, located at the corner of Ball Street and South College, at the University Apartments Complex. The sub-council found no significant architectural value in these buildings and recommended approval for this project.
2. Joe Weber stated that after the demolition of the apartments, the fence will be replaced and the ground reseeded.
3. CBE unanimously approved recommending this project to the President for his approval.

Action/Recommendation: Letter will be sent to President Loftin stating that CBE recommends the approval of the demolition of the College Ave. Apartments at University Apartments.

Responsible Parties: Karan Watson and Rodney McClendon (Jo Williams to draft letter)

E. K.K. Legett Hall Centennial Recognition Marker—David Woodcock for Design Review Sub-Council

1. On February 23, 2011 the Design review Sub-Council reviewed the request to provide a recognition marker for K.K. Legett Hall in commemoration of its 100 years of housing students on the Texas A&M campus.
2. The Design Review Sub-Council recommended approval of the recognition marker with the following conditions:
   a. The marker will be a design consistent with the 125th anniversary markers, but using the university seal in place of the 125th anniversary logo.
   b. The wording will be reviewed by Mary Manning of the Cushing Memorial Library and Archives to ensure accuracy.
   c. The placement of the marker will be reviewed on site by a representative to the DRS-C and it may be necessary to relocate other markers to ensure an acceptable appearance.
   d. Noted that a placement of a marker does not imply that a building may not be considered for demolition at some future date.

3. CBE unanimously passed approval to recommend the K.K. Legett Hall centennial recognition marker to the President with the above conditions.

**Action/Recommendation:** Letter will be sent to President Loftin stating that CBE recommends the approval of the K.K. Legett Hall centennial recognition marker with the above conditions.

**Responsible Parties:** Karan Watson and Rodney McClendon (Jo Williams to draft letter)

V. Posting of Vacated Space

A. Revised DRAFT memo (to be sent from the CBE co-chairs to Deans and Vice Presidents announcing vacant space) was distributed to CBE by Karan Watson for review and discussion.

B. The memo includes a list of upcoming vacated spaces with the site, amount of available space planned, date available, and proposal due date.

C. Discussion followed regarding the amount of time to allow for a response from the Deans or Vice Presidents to propose use of a specific space.

1. If the Deans and Vice Presidents have more than one unit submitting requests for proposed vacant space, they will prioritize the requests among their units.

2. CBE voted to allow one month for submitting proposals for space requests, which should include the proposed use of a specific space.
3. CBE is aware that competition for space will get complicated since space allocation will create a domino effect. Each unit must tell CBE its priority and alternate choices.

D. Units cannot assume any furniture will remain with the vacated space and CBE needs to communicate this information at the appropriate time.

E. When fully vacated, the areas will be evaluated by the Maintenance Sub-Council as to the deferred maintenance schedule.

F. CBE discussion regarding vacated spaces 1,000 sq/ft or less
   1. Will this bombard CBE with small areas? If not brought to CBE, will this set a precedence that all space reallocations are not transparent?
   2. CBE determined that if the area being vacated is 1,000 sq/ft or less AND the reassignment is within the same "unit", the vacated space request will not be brought to CBE.
   3. CBE determined that if the area being vacated is 1,000 sq/ft or less AND the reassignment crosses "unit" lines, the vacated space request must be brought to CBE.
   4. All vacated space greater than 1,000 sq/ft will be brought to CBE.

G. CBE discussed the process for viewing spaces being vacated by units.
   1. Units need to contact Facilities Coordination if they want to tour spaces to be vacated.
   2. Memo to Deans/VPs should include this process to deter interruption and anxiety of current occupants of space being vacated.

**Action/Recommendation:** Drafted memo for vacated space will be revised and distributed to Deans and Vice Presidents.
**Responsible Parties:** Karan Watson

VI. Items forwarded to sub-councils
   A. Transfer of TAMUS Property to TEEX was forwarded to Technical Review Sub-Council and Facilities Utilization Review Sub-Council on March 8, 2011.
   B. Concrete Bike Pad near Psychology Building #463 was forwarded to Technical Review Sub-Council and Design Review Sub-Council on March 8, 2011.
VII. Updates on Items Pending with the Sub-Councils

A. Campus Clocks—David Woodcock reported from the Design Review Sub-Council that the Class of 2000 is now reconsidering an eternal flame. *(April 26, 2011 Revision: There are no updates on Class of 2000 re: campus clocks. However, the Class of 1983 is now reconsidering the recreation of its former gift—an eternal flame.)*

B. No further updates.

VIII. Miscellaneous Items—Updates by David Woodcock for Design Review Sub-Council

A. Liberal Arts Landscape Design (Glascock Plaza Area)
   1. Levels between the lower floor of Glasscock and Spence Street will allow the creation of a center access from the new plaza area into Glasscock.
   2. This connection between the two buildings will allow for student gathering spaces and opportunities for formal and informal interaction.
   3. The Liberal Arts Building project was approved by the President, this ongoing review process will reside with the DRS-C since there is no major change in scope or cost.

B. Concept for Landscaping between Coke Building/YMCA Buildings
   1. The current parking lot will not be replaced after construction is completed and the architects have examined historical conditions from 1912 to the present day in developing design proposals for the landscape.
   2. Double 15-foot sidewalks separated by a 15-foot median planted with native materials are the most consistent with historical precedent and works well with the paving connection and visual connection.
   3. Since the YMCA Building renovation project was approved by the President, this ongoing review process will reside with the DRS-C since there is no major change in scope or cost.

REMINDER: Next meeting for CBE will be on Tuesday, March 22, 2011 1:30 – 3:00 p.m. @ 301 Rudder Tower