I. Attendance

A. Voting members present: N. K. Anand, Thomas Mather, Kate Miller, Valerian Miranda, Mladen Kezunovic, Genyne Royal, Joe Weber

B. Voting members absent: Jose Bermudez, Scott Bowen, Pierce Cantrell

C. Ex-Officio members present: Karan Watson, Rodney McClendon, B. J. Crain, Matt Fry, Kevin Hurley, James Massey, Tom Reber, Rod Weis, David Woodcock, Deborah Wright

D. Ex-Officio members absent: Kevin Hurley

E. Non-voting members present: Bill Dugas, Thomas Harwell, Guido Kanschat, Janice Walpert

F. Non-voting members absent: Kevin Pollak, Lawrence Rauchwerger, Jeff Seemann

G. Guests: Merna Jacobsen, David Morrison, Marty Scholtz, Cheryl Hanks

II. Meeting was called to order by Dr. Rodney McClendon

A. January 10, 2012 minutes

1. Motion was made by N. K. Anand to approve January 10, 2012 minutes as they are drafted. Valerian Miranda seconded the motion.

2. CBE voting members unanimously approved the minutes.

B. Approvals from Board of Regents meeting on February 9, 2012.

1. Amend the TAMUS Capital Plan to add the Capital Renewal—Francis Hall Project with a FY2012 start date and a total planning amount of $8M.

2. Lacy Hall Corps Dorm Renovation

3. Amend the TAMU System Capital Plan to add the Veterinary Medicine and Biomedical Sciences Education Building and Small Animal Hospital Expansion Project with a FY2012 start date.
4. Approval of the project scope and project budget of $23,079,665 for Physical Education Activity Program (PEAP) Facility Project.

5. Namings
   a) Athletic offices and student-athlete space in Blue Bell Park at Olsen Field
   b) Areas within the renovated Memorial Student Center
   c) Davis Football Player Development Center

III. Texas Higher Education Coordinating Board (THECB) Facilities Peer Review Audit—James Massey and David Morrison

A. Handouts were distributed
   1. General Procedures for Updating Facilities Inventory
   2. THECB Peer Review Team (PRT) Information—including the link to the Facilities Inventory Manual (45 pages):
      http://fcor.tamu.edu/space/documentation/FacilitiesInventory.2012.pdf

B. THECB Peer Review Team will be coming to campus on April 18-19, 2012, and FCOR (Facilities Coordination) would like CBE endorsement of the manual before their visit.
   1. THECB PRT will walk across campus, looking at rooms from the Facilities Inventory and checking data points as recorded. The group will assess and verify that procedures are followed, accurate information is being provided to THECB, and procedures related to projects and project funding are also being followed.
   2. The review is performed on a five-year cycle and they will only look at E&G space (education space funded by State of Texas) and only A&M space. June 2013 was original review date, but THECB decided to move up reviews for A&M and University of Texas.
   3. Thirty (30) rooms and five (5) classrooms will be pulled from data supplied to THECB in mid-March. Updates will continue to be made.
   4. Reviewers will be looking for a room number on every room, but they don't specify how the number needs to be posted. The list of rooms will be provided the month before the reviewers arrive.
   5. Correct space use will also be audited—prorated uses will reviewed, room area, and control systems in place will also be reviewed.
6. CBE members were asked to review the “General Procedures for Updating Facilities Inventory” document and provide feedback to David Morrison prior to March 6.

7. A new “space auditor” employee has been hired and Facilities Coordination has been proactively involved with THECB since it began.

8. Endorsement for the Facilities Inventory Manual will be asked for during March CBE meeting.

**Action/Recommendation:** CBE members to review the Facilities Inventory Manual and provide feedback to David Morrison by March 6, 2012.

**Responsible Parties:** CBE Members

IV. Catering Office Space—Co-Chairs Watson and McClendon

A. Co-Chairs received a request from David Riddle (approved by Dr. McClendon) for catering office space near the MSC.

1. University Dining expects new MSC Ballroom will be the location of 60% of their catering business; however, office space is not available in the MSC. Currently catering is located in Duncan and University Dining is requesting space not in the MSC, but somewhere near the MSC to be more efficient.

2. The original request from University Dining was for a suite of catering offices which would include three (3) offices, a reception area, a mini-conference room and a combination break/prep area for food presentations and tastings. The latter two functions likely cannot be performed in the trailer; however, office and meeting space is a critical need. Estimated square footage is approximately 1,000 square feet.

B. Co-Chairs proposed CBE to consider the streamlined space assignment process and award one trailer located in the Grove next to Cain Hall to University Dining for temporary catering space. Parking of catering trucks is being planned for the parking lot of Cain Hall.

1. Space use for the trailers in the Grove will be reviewed annually.

2. University Dining will continue to seek better arrangements... This is not a permanent location.

C. Valerian Miranda motioned that CBE make the recommendation to the President to award the temporary usage of one trailer located in the Grove to University Dining for catering space. N. K. Anand seconded the motion.

D. CBE voting members unanimously approved the recommendation.
**Action/Recommendation:** Recommendation will be sent to the President to award the temporary usage of one trailer located in The Grove to University Dining. Trailers in The Grove are to be reevaluated on annual basis.

**Responsible Parties:** Co-Chair Watson and Co-Chair McClendon

V. Presentations by Sub-Councils

A. MSC Sculpture Competition

1. Contest was held for proposals to design and produce an artwork to hang in the three-story opening in MSC’s 12th Man Hall.

   a. A jury of A&M faculty, staff, and students narrowed the entries down to three finalists.
   
   b. One design was unanimously selected—named *Memory Cloud*.
   
   c. Installation date is set for December 2012

2. TRsc reviewed the request to recommend the selected sculpture named *Memory Cloud*—Tom Reber

   a. Discussed the need for IT staff to be actively involved with the contract development due to the nature of the project and technology involved.

      i. Long-term support and maintenance issues should be addressed.

      ii. Proprietary source code for the sculpture should be obtained by TAMU so that TAMU can provide support when the supplier can no longer do so.

      iii. Provision should be made in the support agreement and budgeted accordingly for spare parts.

   b. TRsc voted to approve the recommendation to the President, but requests that IT staff be actively involved with the contract development, due to the nature of the project and the technology involved.

3. DRsc Report on review of *Memory Cloud*—David Woodcock

   a. DRsc members viewed a video of proposed installation

      i. Agreed that the work will be visually intriguing and will capture the traditions of TAMU as well as respond to day-to-day activity.
ii. *Memory Cloud* should quickly become a “destination piece” worthy of the re-vitalized Memorial Student Center.

iii. This is not a prototype.

iv. Maintenance will be done by company from Baltimore, but lights will be able to be changed by A&M.

b. DRsc unanimously voted for CBE to recommend the President's approval.

4. Thomas Mather motioned for CBE to recommend to the President the installation of the *Memory Cloud* with the above TRsc request. Kate Miller seconded the motion.

5. CBE voting members unanimously voted to make the recommendation to the President.

**Action/Recommendation**: Recommendation will be sent to President for approval of the installation of the *Memory Cloud* in the MSC's 12th Man Hall with the following caveat: IT staff will be actively involved with the contract development, due to the nature of the project and technology involved.  

**Responsible Parties**: Co-Chair Watson and Co-Chair McClendon

B. Halbouty Building Bicycle Parking

1. Request was received from Dr. Kate Miller proposing the construction of new bicycle parking between Halbouty and Reed-McDonald.

   a. The new bicycle parking would quadruple the capacity of the current single rack—and the old racks would be removed.

   b. The project would improve attractiveness of the Halbouty main entrance, improve pedestrian traffic flow, and provide an unobstructed passage for handicapped individuals.

2. DRsc—David Woodcock

   a. The College of Geosciences has coordinated this request with Transportation Services.

   b. DRsc believes the increased use of bicycles on campus establishes the need for a campus-wide holistic plan for aesthetically appropriate bicycle storage areas that meet approved design standards and the proposal appears to meet such considerations.
c. DRsc sub-council recommends the construction of additional bicycle parking at the Halbouty Building as proposed.

3. TRsc—Tom Reber
   a. TRsc sub-council found no issues with the proposal.
   b. TRsc supports the request and recommends approval.

4. Valerian Miranda motioned that CBE recommend the construction of bicycle parking outside the Halbouty Building. N. K. Anand seconded the motion.

5. CBE voting members unanimously voted to recommend to the President his approval to construct new bicycle parking outside the Halbouty Building.

**Action/Recommendation:** Memo will be sent to the President recommending his approval for construction of new bicycle parking outside the Halbouty Building.

**Responsible Parties:** Co-Chair Watson and Co-Chair McClendon

C. Rec Center Expansion—Request to place project on TAMU Capital Plan
1. Request was received from Dennis Corrington, routed to and approved by LtGen Joe Weber.
   a. Addition will be approximately 70,000 sq. ft. and be attached to current structure.
   b. Estimated cost for project if $25 million to be funded by bonds. Department of Rec Sports has worked with Division of Finance to develop a pro forma that assures the debt capacity to build the addition.

2. DRsc—David Woodcock (reviewed January 18, 2012)
   a. This is concept only. Potential areas of expansion include a weight room and four gymnasium areas.
   b. DRsc recommended approval of the concept to expand the Rec Center.

3. TRsc—Tom Reber
   a. Biggest Issue: Rec Center expansion has potential to remove several hundred parking spaces from the inventory of parking lot 100J.
b. TRsc recommended approval, if parking concerns are addressed and funded.

4. FURsc—James Massey

   a. Project will provide additional capacity for the recreational sports demand of student body, but are still below the standards for number of students.

   b. Construction of the addition could start as early as Spring 2013 and will have an approximate 24 month construction timeframe.

   c. FURsc recommended approval.

5. Kate Miller motioned that CBE recommend the Rec Center Expansion and N. K. Anand seconded the motion.

6. CBE voting members unanimously voted to recommend the President’s approval to add the Rec Center Expansion to the TAMU Capital Plan.

   Action/Recommendation: Memo will be sent to President with recommendation that he approve the addition of the Rec Center Expansion to the TAMU capital plan.

   Responsible Parties: Co-Chair Watson and Co-Chair McClendon

D. Additional Signage at Ellis Soccer Stadium

1. Request submitted by Bill Byrne on behalf of the Athletic Department

   a. Same lettering, “Ellis Soccer Stadium”, would be installed on two (2) brick walls for the naming of the soccer facility.

   b. Name was approved in May 2011 Board of Regents meeting.

2. DRsc—David Woodcock

   a. Reviewed request at its January 18, 2012 meeting.

   b. Lettering will match the type and size of the existing lettering on surrounding buildings such as the Cox-McFerrin Center for Aggie Basketball.

   c. DRsc had no concerns and recommends approval of the President.

3. TRsc—Tom Reber

   a. TRsc saw no problems.
b. TRsc supports the proposal to install signage and recommends approval of the President.

4. Valerian Miranda made a motion that CBE recommend the President’s approval for the signage at Ellis Soccer Stadium. N. K. Anand seconded the motion.

5. CBE voting members unanimously voted to recommend that the President approve the signage for the Ellis Soccer Stadium as requested.

**Action/Recommendation:** Memo will be sent to President recommending his approval of the signage for the Ellis Soccer Stadium.

**Responsible Parties:** Co-Chair Watson and Co-Chair McClendon

E. Expansion of TTI Hydraulics, Sedimentation and Erosion Control Laboratory (Riverside Campus)

1. Request was from Dennis Christiansen, Director for TTI

   a. Expanded facility will provide needed capacity to keep up with the demand for research and testing.

   b. The expansion will be located on the south end of Runway 28 at TAMU Riverside Campus. Expansion would be constructed of a steel frame with commercial grade metal panels and include operational equipment, restroom facilities, and increased water supply and electrical utilities.

   c. TTI has committed funding and has acquired sponsor funding to complete the needed expansion.

   d. Expansion project will support the research of TAMUS Agency by providing a full-scale, indoor/outdoor facility to support the simulation of erosion and sediment control, vegetation establishment and management and other products used for storm water drainage improvements.

2. DRsc—David Woodcock

   a. On January 18, 2012 the DRsc reviewed the concept design for the expansion project.

   b. The building is very utilitarian and exactly like the building that is there, but very impressed with the whole research program. TTI generates about $16M a year and this is a worthy addition.

   c. DRsc recommends the proposal.
3. TRsc—Tom Reber
   a. Some minor comments made by CIS Networking and Utilities & Energy Management, but they will be worked through with the group as the work progresses.
   b. TRsc supports the recommendation of the requested expansion.

4. FURsc—James Massey
   a. Can't add anything more except to say this is a quality operation at Riverside.
   b. FURsc recommends approval of the expansion project.

5. Kate Miller made a motion to recommend the President’s approval for the expansion of the Hydraulics, Sedimentation and Erosion Control Laboratory Facility at the Texas A&M Riverside campus. Thomas Mather seconded the motion.

6. CBE voting members unanimously voted to recommend the expansion to the President for his approval.

**Action/Recommendation:** Memo will be sent to President Loftin recommending his approval of the expansion of the Hydraulics, Sedimentation and Erosion Control Laboratory Facility at the Texas A&M Riverside campus.

**Responsible Parties:** Co-Chair Watson and Co-Chair McClendon

F. Construction of Facilities Equipment Storage Bldg.

1. Request was from Facilities Services—approved by Vice President Rodney McClendon
   a. Proposed three-sided metal structure will contain approximately 3,900 sq. ft. and will be utilized to store landscape equipment such as mowers, tractors, sprayers, and other mechanized equipment.
   b. Equipment storage building will be located behind Building #970—Grounds Maintenance on Agronomy Rd. The asphalt pavement in the area is more than 30 years old and beyond repair.
   c. Structure will lengthen useful life of equipment by protecting it from the weather.
   d. Total project cost is $325,000 and departmental funds have been encumbered.

2. DRsc—David Woodcock
a. DRsc states that replacing the concrete pavement will improve the proposed location behind Bldg. #970 for the equipment storage building.
b. DRsc supports the CBE’s recommendation for this request.

3. FURsc—James Massey
a. TRsc supports and recommends the construction request.

4. TRsc—Tom Reber
a. Environmental Health & Safety (EHS) will need to review the final design to ensure fire code requirements are met for equipment storage and enclosed spaces.
b. TRsc suggested Facilities share their plans with University Dining because of the adjoining fence line.
c. TRsc recommends the request with the caveat that EHS reviews the final design to ensure fire code requirements are met.

5. Valerian Miranda motioned to recommend the construction of the Facilities Equipment story building behind building #970. N. K. Anand seconded the motion.

6. CBE voting members unanimously voted to make the above recommendation to the President for his approval.

**Action/Recommendation:** Memo to President to recommend his approval for the construction of the Facilities equipment storage building behind Bldg. #970 with the following caveat: EHS will review the final design to ensure the fire code requirements are met.

**Responsible Parties:** Co-Chair Watson and Co-Chair McClendon

G. Blocker-II Vacated Space Assignment

1. Requests were received for space in Blocker (2nd group of vacated space)
   a. Dean José Bermudez (College of Liberal Arts) for the Psychology Department
   b. Dean Joseph Newton (College of Science) for Mathematics and Statistics
   c. Dr. Pierce Cantrell, Vice President for Information Technology (VPIT)
   d. Dr. Kem Bennett (Dean of Engineering) for Electrical and Computer Engineering (ECEN) and Materials Science and Engineering (MSEN) Program
2. Assignable square feet of 30,678 will be available in Blocker Building when the Department of English and Performance Studies relocates to the LAAH Building later this year.

3. FURsc recommends that CBE recommend to the President his approval of the following:
   a. Award 2,018 square feet on the first floor to VPIT for use as an Open Access Computer Lab.
   b. Award the balance of 28,660 square feet on the first and second floors to be utilized by the College of Science, to support the needs of the Departments of Mathematics and Statistics. The space would be used in conjunction with spaces recently assigned to the College of Science on Blocker 4th floor and 100% of Mathematics will be located in Blocker.

5. If approved, the Department of Mathematics will vacate 23,995 sq. ft. in Milner Hall which could be made available for use to address other campus space needs.

6. Kate Miller motioned that CBE recommend the President’s approval to award the space as recommended by FURsc and Joe Weber seconded the motion.

**Action/Recommendation:** Memo will be sent to the President with the recommendation that he approve the space in Blocker be awarded to 1) College of Science (total 28,660 sq. ft. on first and second floors) for the Departments of Mathematics and Statistics and 2) VP for Information Technology (2,108 sq. ft. on first floor) for use as an Open Access Computer Lab.

**Responsible Parties:** Co-Chair Watson and Co-Chair McClendon

H. Schob Nature Preserve Concept Master Plan

1. Request approved by Dr. Mark Hussey (College of Agriculture and Life Sciences) and Dr. Jorge Vanegas (College of Architecture) to present a concept master plan for the Dr. David E. Schob Nature Preserve.

2. CBE review and guidance is being provided for its intended use as an off-site TAMU facility. The master plan concept for the site deals more with grading, trails, seating, landscape, irrigation and lighting improvements than the construction of a building on the site. The use and ongoing operations of the residence located on the site fall under the direction of the Student Affairs Department and are NOT a part of this request.

3. The site will be open to the public for use as a nature preserve and will also serve as an off-site urban outdoor teaching and research laboratory for TAMU faculty and students.
4. Development, design, and construction of the project will be funded directly and solely by the Schob Trust proceeds that TAMU now has under its administration. There will be no new buildings (restrooms, picnic pavilions, sports buildings, etc.) called for in the development of this facility in order to keep it for use as intended by Dr. Schob, the donor, as described in his will for use of the property as park land in perpetuity.

5. Project construction is intended to be complete by spring 2013 per the conditions the Board of Regents approved.

6. The operations and management portion of the project will continue to be the joint responsibility of the Department of Landscape Architecture and Urban Planning and the Department of Recreation, Park and Tourism Sciences. There is an endowment to offset the costs of the upkeep.

7. DRsc—David Woodcock
   
   a. On December 14, 2011, DRsc reviewed the Concept Design for the Schob Nature Preserve
   
   b. DRsc recommends approval of the plan with the caveat that all signage, benches and light fixtures be consistent with the campus guidelines.

8. TRsc—Tom Reber
   
   a. Transportation Services does not have plans to provide transit service directly to the nature preserve; Route 12 stops three blocks away. There is no parking impact.
   
   b. Metering information and billing of the utility services will be transferred to Texas A&M UEM. Separate metering for the individual uses (preserve/homestead) may also have to be installed.
   
   c. There is no requirement for network connectivity for the nature preserve. TRsc recommends internet access for the house be done through wireless and provided through standard commercial residential network access.
   
   d. Drainage and surface water management plans will be required to comply with the City of College Station MS4 permit, because the property is physically located in their jurisdiction.
   
   e. The intended use is a public park for daytime use and as an outdoor research and teaching facility.
   
   i. UPD will work with the College Station Police Department for security.
ii. The location on Ashburn is right in the middle of a residential neighborhood.

iii. May need a sign stating that the park is an A&M facility.

9. Thomas Mather made the motion for CBE to recommend to the President his approval of the concept design for Schob Nature Preserve with the caveat that additional conversations take place with the College Station Police Department as related to security. Kate Miller seconded the motion.

10. CBE voting members unanimously voted to make the above recommendation to the President.

**Action/Recommendation:** Memo will be sent to the President recommending his approval of the concept design for Schob Nature Preserve with the following caveats: 1) all signage, benches and light fixtures are consistent with the campus guidelines and 2) additional conversations are held with the College Station Police Department as it relates to security.

**Responsible Parties:** Co-Chair Watson and Co-Chair McClendon

VI. Miscellaneous

A. Student Affairs has provided information for construction of new University Band Rehearsal Facility and will be forwarded to the sub-councils.

B. Item missing from February 14, 2012 agenda: “6o) Liberty Bell Relocation”

C. Interest in touring CHP? We can arrange a tour if there is interest….one is arranged for 8:30 tomorrow morning. We will find another date and announce also.

D. Co-Chair Watson inquired as to how CBE would like to handle the vacant space in Milner Hall.

1. Above the 3,000 sq. ft. threshold so cannot be assigned by Vice President.

2. Is it the wish of CBE to put out a call for this space? Legett has occupants that could be moved to Milner Hall to complete the vacating of Legett.

3. CBE consensus

   a. CBE has already determined that everyone needs to be moved from Legett Hall to complete the transformation back to a residence hall.
b. Dr. Watson will investigate what Liberal Arts plans to do with remaining Legett individuals and if they would want to move them to Milner. If so, determine how much space will be left in Milner.

c. Bring back information to CBE and decide how to go forward with the remaining Milner space.

V. Meeting Adjourned

REMINDER: Next meeting for CBE is scheduled for Tuesday, March 13, 2012 (week of Spring Break) therefore Jo Williams will check on other possible meeting dates and notify CBE member of the confirmed date for March meeting.