

**CLUC Minutes**  
**07/15/2013**

Attendees: Rich Davis, Robyn Herring, Mark Kormondy, Andrew Beattie, Jeanne Rynne

Guests: Scott Morgan

Recorder: Bianca Janssen-Timmen

Meeting started at 3:00pm

Minutes from 05/20/13 were approved as presented.

**1.) Pilot Anaerobic Digester for the Organic Farm Greenhouse – Scott Morgan**

Scott gave a quick update on the digester. After a meeting with Rich and Robyn today, Scott realized that more professional preparation work needs to precede any continuing plans. The plan will include a sketch of the actual equipment, a site plan, clearance from ORCA, the nature of digestive materials used, permits required, backup plans in case of failure, Organic Farm approvals, etc.

**2.) New Location for 9-11 Memorial Bench – Jeanne Rynne**

A few month ago a granite bench, originally located outside the CAB building, facing the library was hit by a car and broke. The College informed the donors about the accident and they decided that they wanted to replace the bench but in a different location; somewhere on campus with less or no vehicle/skateboard access. Jeanne and Mark identified 13 different locations and invited the donors to campus. The donor narrated the choices down to five locations of which the CLUC approved the donor's first choice, which is in the center of the green space in front of the Library adjacent to the clock tower.

The CLUC will recommend approval to John Hurley.

**3.) Campus Master Plan Update – Jeanne Rynne**

Jeanne wanted to inform the CLUC about the upcoming Campus Master Plan update and the involvement of the CLUC. She would like to see a couple of CLUC members involved in the selection of the Consultant.

Jeanne explained the purpose of the update. She believes it is a dynamic document and should be reviewed on a regular basis because the content ages and the needs change. Additionally, OFM requires a 10-year plan every time we submit a Capitol Budget Request. Jeanne believes by just updating the current Master Plan we can avoid writing a complete new one.

**4.) Bike Rack at the CRC, 2<sup>nd</sup> Floor Entrance – Andrew Beattie**

The CRC would like to support visitors taking alternative means of transportation. Lately they have observed bicycles "parked" in the space between the door and the skylights on the second floor entrance and locked to the present railing. The CRC would like to accommodate

the bicyclers with an actual bike rack for about three to five bikes. They are looking into purchasing Barco products, a manufacturer of bike racks, which we already have on campus. The CLUC was concerned about impeding walkway access or ADA handrails that wouldn't be accessible by the bike rack. Andrew explained that the rail is actually not an ADA handrail but a fall protection. The CLUC discussed the appropriate location and security attachment to the wall of the bike rack since it wasn't quite visible on the picture Andrew provided. Given this situation, the CLUC asked Andrew to follow up with a location plan that would ensure no impediment of any doors or walkways. The CRC would be responsible for all costs occurring.

The CLUC will recommend approval of the bike rack, contingent upon an appropriate location, which is not impeding any walkway access, to John Hurley.

#### **5.) Soccer Field Event Shelter – Andrew Beattie**

Recreation and Athletics would like to have installed/constructed an event area on the east sideline of field 4. This project would include an open pavilion cover approximately 16'x50' with a hard surface, either a paver (similar to the RAD smoking area) or decked surface. It would provide shelter for people visiting events by the Challenge Course, RAD events, at soccer games, etc. It would not contain any picnic tables or benches but Andrew said that if needed, removable CRC benches and chairs, which the CRC stores in one of their storage sheds, could be available for events.

Andrew and Matt haven't determined a particular structure, yet but they are open for any suggestions. It would not require any utilities, would be 15'-20' away on either side from the outfall structure and it would require a permit; Andrew will follow up on the permitting, if the structure would be approved. Also, if the structure is approved, Scott Morgan would be interested in installing some Solar Panels but that would be dependent on financial availability and could be installed afterward. It would be a separate project and Scott would come back to the CLUC if this would become more realistic.

The CLUC discussed the shelter to be an in-house project for Construction Services but not for RAD and it should be under \$90,000. Andrew added that his estimate with a pre-fabricated structure would be about \$20,000-\$30,000.

If the concept of the project is approved by John Hurley, Andrew would have to get in touch with Azeem to work on the details.

The CLUC will recommend approval of the concept to John Hurley.

#### **6.) Website**

The website seems to be not very user friendly and the CLUC discussed some updates, such as

- Developing clear guidelines as to when a CLUC approval is needed. Especially from a student/faculty perspective; since they work within a ten week time frame per quarter and a CLUC meeting is only once a month. This can be problematic if the students are asked to come back with more information. Transparency and clarity for anybody on campus would be desirable and helpful.

- Application deadlines (one [1] week before meeting, so we can review them and communicate with applicants about un-clarified or missing information) and procedure overview on the first page of the website, i.e. when a Campus Production Report is required (for events) and when a CLUC application/visit is required.
- State on website what information is needed (maps, pictures, approvals from other departments, financial responsibilities, Master Plan compatibility, etc.), so people can come adequately prepared. If people are not sure about certain rules, a list of people to contact to clarify those questions beforehand should be on the website.
- An annual project deadline for bigger projects was discussed, in which the projects would be introduced as early as fall quarter to give the program enough time to work out issues, should they arise. This would require the faculty cooperation though and would have to be communicated between the CLUC committee and the faculty in general.
- Scott Morgan volunteered to help working on a “guideline document” and he mentioned that some faculty members are interested in creating such a document as well.
- Mark suggested that the checklist, similar to the new Campus Production Report form could be an example for a CLUC form.

The meeting ended at 4:10pm.

The next meeting will be August 19, 2013