CPC NOTES
November 2, 2005

PRESENT: C. Bleaux, J. Homburger, A. Mihalek, C. Moulton, W. Duprey, B. Ackland, C. Jackson, B. Hartman, D. Wright

EXCUSED: S. Supinski, B. Higgins, B. Grabczewski, M. Christiansen

J. Homburger moved to approve 10/5/05 minutes. Chris Jackson seconded.

UPDATES

1. Hudson Updates
   a. Lachlan Squair – He is Mitch Fields replacement at the Fund. He comes from Oneonta and Cobleskill and brings a great deal of facilities experience. He will be visiting campus November 17. A meeting will be set up with CPC members to meet him. Mitch and Lachlan will work together for about six months before Mitch leaves.
   b. Hudson 106 – S. Supinski not present but is asked to send a report by e-mail to the committee.
   c. Hudson Renovations - A meeting has been scheduled for Nov. 7 to discuss space with all concerned parties. Will be looking at CASA information and PSI information. Preliminary meeting in Albany went very well. A June 2006 date was set to have construction design finalized but campus personnel believe the project can move faster and have asked for a May 2006 date. It is expected that construction will be over a 2-year period.
   d. WEB Site – C. Bleaux, E. Miller and J. Bradley are working on the WEB site. The decision was made to put CPC on the Facilities WEB site with a link to the Hudson Hall Renovation project. A distribution list of the Hudson occupants and others will be set up to receive updates on the Hudson Hall renovations.

2. Capital Plan Update – J. Homburger reported that the HTHW (High Temp Hot Water) line failed between the manhole at Kehoe and Redcay. He believes it goes across Beekman Street from the Hudson side and along the sidewalk. Emergency repair through OGS is in process.

3. Accounting Lab – Colin Reed has been met with and given occupancy and information on the spaces that have been looked at. He will be met with again to discuss possible spaces which include rooms 101, 118, and 178.

4. Radio Station – A meeting has been set up for the week of Nov. 7 with K. Roberts, W. Duprey and tech people. There are potential fire code and ventilation issues with space.
Proposed estimate is between $40- $50 thousand. If back room is not used as an office the estimate could change.

5. **Photo Lab** – deferred to next meeting

6. **Space Form** – There was much discussion with many changes recommended. Al Mihalek will make the changes discussed and Carol will forward the form back to Diana LaPorte so that it is placed on the next Executive Council agenda.

**Form A Changes**
- Change sentence that begins, Attach a narrative to read as follows: *Attach a narrative description of the current use and proposed change, including a justification.*
- Project Cost – change to Estimated Project Cost
- Burglar Alarm – change to Security Alarms
- Accessibility – change to Accessibility (ADA)
- *Department Head – change to *Department Heads
- Add the word BOTH in bottom sentence to read; For requests involving a change in oversight responsibility, *both* signatures ............... 

**Form B Changes**
Remove Mr. Stanley Supsinki and 136 B from sentence. Change the information to read as follows; Send this form to: Facilities Director, Service Building.
Key Room – change to Locksmith
Network – change to Network Operations

Revised form will be presented to Exec Council for approval.

7. **Strategic Initiative** – Suggestion was made to have infrastructure of classrooms be added as an Initiative. This would include things like boards, chairs, tables, etc. Mention was made that perhaps it should be part of Form 1.

Previously the Provost Office and Registrar’s Office was asked to produce a report on classrooms. Perhaps CPC should be responsible for investigating and implementing needs and the replacement of needs for classrooms.

**Other**

Question was asked where do Sibley and Ward Hall stand for renovation. It is hoped that design dollars will be included in the next 5-year plan for both.

Meeting was adjourned at 9:45 a.m.

Next meeting is scheduled for December 7 at 8:30 a.m. in Feinberg 116.