COMMITTEE: Sub-Committee on Buildings & Grounds

MISSION STATEMENT / CHARGE: In conjunction with the Committee on Finance, to ensure that the University’s physical environment – land, buildings and equipment – supports its mission and goals. Specifically, to ensure the adequacy and condition of the capital assets, to develop and periodically review policies, to advocate for new structures and for rehabilitating or removing older structures as dictated by Board of policy, to ensure control of plant debt, and to ensure adequate levels of funding for maintenance of a safe and supportive learning and living environment.

MEMBERSHIP, LEADERSHIP AND ORGANIZATION

- **MEMBERSHIP**: Membership of the Sub-Committee shall consist of five to seven Trustees, all of whom are familiar with the issues related to a safe and supportive campus environment and shall include representatives from other committees (especially the Finance, Academic Affairs & Student Life, and Advancement), as well as faculty, student life professional and student “delegates”. Some members should be involved in architecture, engineering, or aspects of design and construction; significant real estate experience would also be valuable.

- **LEADERSHIP**: One of the vice chairs of the Committee on Finance shall chair the sub-committee and shall be an experienced Trustee with interest in campus buildings and grounds, and is, perhaps, a significant donor with experience in architecture, engineering or construction.

- **ORGANIZATION**: The Sub-Committee shall meet two to four times a year, and shall be staffed by the head of facilities management, with support from the CFO and CAO

RESPONSIBILITIES

- Determine the adequacy, condition and use of the existing campus environment – ensure that a facilities and plant management audit is in place and ongoing and mandated regulatory programs (energy, environment, ADA) are adhered to.
- Create a physical facilities planning policy, and ensure that a master plan is developed and the planning process is on-going. The plan shall provide guidance for real estate acquisition, sale or gifts, and shall set benchmarks for energy saving, disaster planning, enhancing IT, deferred maintenance, optimal use of space, and fund raising for physical facilities.
- Heed the attitudes of campus constituents and local community toward the campus environment
- Ensure that a “disaster” or emergency plan is an integral part of the process
- Make certain that adequate and appropriate financing is available to support a safe and supportive campus environment, and monitor progress on goals for the following:
  - Annual maintenance and operations
  - Plant renewal and adaptation
  - Capital financing of new construction or major renovations

AGENDA—POLICIES & PRACTICES TO CONSIDER

- Committee should set its own agenda, guided by the institution’s mission, strategic plan, master plan, and other planning documents, and it should consciously seek to collaborate with the Academic Affairs & Student Life, Finance, and Institutional Advancement Committees in carrying out its responsibilities.

  - [ See the Strategic Plan and President’ / Board’s Strategic Priorities for Agenda Items ... 2008-2009. ]