Planning & Development Committee Meeting
March 17, 2003

Present: Lisa Armistead, Greg Brack, Tim Crimmins, Martin Fraser, Bonnie Fritz, Peggy Gallagher, Charlene Hurt, Katherine Johnston, LaLoria Konata, Jeff Rupp, Phang Tai, Vijay K. Vaishnavi, Joe Winter.


Others Attending: Sheila Bradley in attendance for Kyle Bruner

The Agenda for the meeting was as follows:

1. Approval of the 2/18/03 minutes
2. Subcommittee Reports
   a. ASUR Report Comments on "Career & Job Search Services"
   b. Fire Safety Subcommittee
      i. Fire Violation List
      ii. GSU Practices
   c. Other Subcommittee Reports
3. Facilities Updates
4. Other Issues

The meeting started at apx. 1:05pm. Corrections to the 2/18/03 minutes consisted of correcting the name of Lauren Adams to Lauren Adamson, removing the name of Sharon L.N.U. (last name unknown) from the others attending section, and changing the words billion to million in the 4th paragraph of page 1. The last change was made shortly before the last emailed distribution of those minutes. After the needed changes were stated, the 2/18/03 minutes were motioned in and approved.

Tim Crimmins began the discussion on the 2nd item on the agenda; Comments on the ASUR reports. The following comment was sent via email prior to the meeting in regards to the ASUR-Housing report:

P&D recommends that the Office of Housing periodically survey its customers to see how well they believe that they are being served by the University Shuttle Service and to use the results of the survey to discuss with Auxiliary Services ways in which the shuttle service might be modified to improve its service to students in university housing.

The comment was motioned in & approved to be sent through to the Senate to accompany the ASUR-Housing report.

Because Carol Winkler (the current P&D liaison for the 2 ASUR reports) was currently absent from the meeting, and could not respond to any ASUR-Career Job & Search Services comments, Tim Crimmins motioned to send through the ASUR-CJSS report, without comments at the current time. His motion was approved.
The meeting then moved on to Subcommittee Reports. Katherine Johnston (Committee for the Mgt. of Extraordinary Events) & Marty Fraser (Subcommittee on University Closings) gave quick updates in regards to the university safety subcommittees and their progress. Katherine highlighted that the university was now prepared to accommodate people for up to five days in the event of another 911 situation. She clarified to the committee that those accommodations were not bomb shelter accommodations as much as they were accommodations geared toward responding to problems such as traffic problems, business & transportation closings and disruptions to ordinary downtown business.

Greg Brack gave the updates for the Fire Safety Committee. He brought and handed out 2 reports:
1) entitled "Open Maintenance FMR (Fire Marshall Request)" which he explained consisted of items that could possibly be addressed or "priced out" fairly quickly and 2) entitled "Open FMR" which were items considered as long-term projects, projects requiring change, or projects that were extremely pricey. He went over the specifics of each report, and explained that soon the committee would streamline those reports into a more priority-based report.

Based on the large quantity and costs of the items from Greg's reports, the group then went into a long discussion in regards to what was needed to implement safety obligations and how that process (from discovering the problem to correcting the problem) took place.

Peggy Gallagher questioned whether the Fire Safety Committee was versed enough to actually decide what items/projects took priority over others. Greg responded that even though he himself was not an expert, the committee did consist of people from the offices of legal affairs, risk management, facilities planning, and other offices relevant to the issues arising from & dealing with fire safety issues.

Tim Crimmins questioned the University's entity of a Deputized Fire Marshall and the role and responsibilities of that person in regards to the uncompromised safety of the university and whether the role of that person posed a conflict of interest, based on the fact that, that person would be involved in reporting problems that existed within the place where he/she was employed. Katherine Johnston said that she did think it was a good idea to have one of our own people in place to help make sure that we were aware of any possible violations that existed, but she did acknowledge that the question of whether a conflict of interest existed had been raised & discussed before, and an institutional assessment of the issue had taken place. Tim questioned whether P&D could be provided with the reports from that assessment. Katherine said that she wasn't sure if there was anything in writing in regards to those discussions, but that she would try to get something to the group as soon as she could.

Marty Fraser questioned whether other institutions were using entities similar to a Deputized Fire Marshall. Phang Tai noted, but was not certain, that within the University System of Georgia, the only other institution he knew of that used a similar entity was Georgia Tech. The committee requested a report for such a situation.

The Fire Safety issue took up the majority of the meeting, then the discussion on that issue eventually came to a close and the group moved on to the remaining items left on the agenda, Facilities Reports.

Bonnie Fritz mentioned that Traffic Safety Subcommittee would report in at the next meeting.
Katherine Johnston briefly gave the **Facilities Updates** on 34 Peachtree Street & the Andrew Young School of Policy Studies (AYSPS). "34 Peachtree is well on its way to being completed. We're renting the 12th & 14th floors (where the GSU Credit Union is) which will provide apx. 30-50 offices for Computer Science, Applied Linguistics and CBA. She said that Winter Construction was the contractors over the AYSPS project, and that Winter estimated its time of completion around Christmas (ahead of GSU’s original April 04' estimated date). Not including the bottom floor vendors, Katherine mentioned that GSU was the only tenant she knew of in the building at the present time. The building is currently owned by the Georgia Building Authority.

**Tim Crimmins** made an announcement about Mayor Shirley Franklin's March 26th talk at the University, then the meeting came to an end at apx. 2:50pm.

Respectfully Submitted

Lydia K. Woltz
Administrative Coordinator