

Agenda Items – November 17, 2011 Meeting
NMSU Campus Planning Committee
Corbett Center Student Union, Otero Room – 2:00 pm

1. Information Item – Transportation & Parking Plan (Parking Department – Ophelia Watkins) Public meeting at 3:00: CCSU

- Master Plan Implementation Process was introduced to include:
 - Parking
 - Traffic
 - Transit
 - Fleet
 - Operations

Please see the attachment afforded by the Parking Department with complete information. You may also visit the website to view the report or post comments.

2. Introductions, review of the committee membership list, the committee's charge and history, and master plan update (Glen Haubold)

Attendance: Please see attached Membership List and list of members present at the end of the minutes.

Glen Haubold – Assistant Vice President for Facilities

Welcome – and read the previous Charge of the Campus Planning Committee

- Campus Planning committee goes back a while. CPC was established by the President as an advisory group to review proposed projects. They are advisory to the President, the Senior Vice President for Planning, Physical Resources and University Relations and the Director of F&S and Construction to review plans for campus expansion and traffic flow and to make recommendations on an addition or new building and effective use of existing facilities of New Mexico State University

Current Charge – Reads basically the same with some new information

- Initiative is to go back over University Boards and update with current date information
- Invites the Committee's assistance in achieving the following goals:

- Added a Capital Project Process and the Committee is invited to be a part of the process
- Update the Master Plan as part of the 5 year process and Greg Walke will be instrumental
- Expanded Membership to include the
 - Library
 - Graduate Students
 - All Department should be represented and are asked to provide input from across the Campus
- The New Charge is very similar to include the following;
 - Website is updating
 - Campus Planning committee was established by the President as an advisory group that represents the NMSU Campus Community to review purposed projects that impact the visual appearance the Campus –
 - Members are encouraged to send someone to represent their area if they can't attend.
 - All Departments are encouraged to send a representative

Greg Walke added the following information

- A quorum will not be required
- Attendance will determine proceeding with the meeting (ie: if only two members show up to the meeting, the meeting may be cancelled)
- Approach of the Committee will be making recommendations to the President about discussions and votes for recommending approval or denial of motions
- At the end of each meeting, Greg will summarize the items reviewed, with the committee's recommendations, and send them to the president for review and approval or denial
- Idea behind inclusion of more Colleges and attendees is to have more representation from all areas. All attendees are encouraged to return to your department or area and to share the meeting coverage with your constituents
- To address campus wide visual environment when issues are brought to the attention of the Committee
- The Committee is charged with being the Historic Preservation Committee for the Las Cruces campus

3. (Action Item – normally we review and approve the minutes from the previous meeting; however, the minutes from September 7, 2011 meeting were not compiled, so we skipped over this item.)

4. **Wayfinding and Signage:**

- a. **Overview (Greg Walke)**

- A Wayfinding Policy was accepted by the Board of Regents to update the Master Plan**

- A Consultant produced the Wayfinding System

- Signs have been installed at Zuhl Library, interior and exterior directional signs. A second location for signage has been installed around the Horseshoe with Building name signs. A program will be developed by Facilities and Services for implementing the remainder of the signage under the Wayfinding system.

Historic Plaques may be addressed in the near future after size, color and placement have been discussed. The following are the sort of issues that need to be discussed by this committee to better define the policy:

- Size
- Color
- Directional
- Exterior
- Functionality
- Height
- Historical
- Interior
- Location
- Placement
- Non-obtrusive
- Recognition
- Species of tree
- Why

Will signs be for public relations or be educational.

- “Greening the Campus” signage proposal request (Office of Sustainability – joni newcomer)**

- Example of sign size and color were offered by joni newcomer – color was green, referencing sustainability and demonstrating a

green campus. Some suggestions for this type of signage were discussed and the issue will be brought up early next year as we discuss all the types of signage comprehensively.

c. Action Item – New sign for Aggie Grill at Gerald Thomas Hall

Service Providers would like to be able to tell people where to find them. The Committee discussed at length, and will revisit this item.

In reference to quick response system, Greg offered to send a Mock up picture of proposed scale of sign of the Aggie Grill sign on email to committee members for votes. If there are objections the subject can be brought up at the next meeting.

d. Update on Athletics signage (Greg Walke) - update

Athletics requested a number of signs for Marketing on Special events. Mobile signs in and around Stadium and Athletics to promote student involvement and school spirit are of interest. The Committee is interested in finding a method for accommodating need.

Request for a sign for Coaches Office Field House Courtyard at Stewart Street –was approved by the President

e. Update on Jordan Ave. median sign (Greg Walke)

A previous recommendation of a backlit illuminated NMSU logo sign has been approved and is in the process of being constructed.

Informational Item:

Students have put together a Student Design Competition to memorialize student, staff and faculty that have died. The interest is a place to have a ceremony. ASNMSU has suggested a statue or a plaza instead of a tile with names, to be the center of a place for a memorial ceremony twice a year. The Competition is open to students, staff and faculty, due December 1st, with a budget of \$17,000.00. Target date for construction and in place completion is before May. Upon completion of submittal it will be presented to the President for approval or denial, keeping in mind this is a Student Project.

The Committees interest is: How is it going to be built, who is going to do the work and what has to be done to prepare for it.

**5. Informational Item – Capital Outlay Requests for 2012 (Greg Walke)
5 year Plan – Please see attachment**

Action and Research Items:

Distribute: Guidelines for Committee to follow and implement

Meeting adjourned

Next Meeting:

Wednesday, January 4, 2012, at 3:30pm in Otero Room

Regular Meeting is held on the First Wednesday of each month at 3:30p.m.

Campus Planning Committee

Attendance List

Meeting date: November 17, 2011

Members Present

Tammy Anthony, Auxiliary Services, representing Scott Breckner
Director of Special Events

Jack Brown College of Arts & Sciences

Scott McLean, Asst for Design F&S

Jim Nelson, College of Business

Jean Robinson Asst Dir Facilities & Design

Jack Kirby F&S, Director of Engineering Projects and Design

Dave Thompson College of Agricultural Consumer Sciences
representing Steve Loring,

Dave Shearer / EHS Katrina Doolittle

Cindy Murrell, Faculty

James Hall Associate Athletic Director, Men's Athletic Programs
representing Dr. Boston

Norice Lee, Library

Stan Ellis, Security Coordinator DACC, representing Kathy Reddington

Dennis Prescott VP University-Advancement

Ruth Prescott Presidents Office

Chris Asst Director of Sustainability representing Lorraine
Arvizu, ASNMSU

Jennifer Cervantes, College of Health & Social Services

joni newcomer, Manager Environmental Policy & Sustainability & F&S

Jon Schwartz, College of Education

Greg Walke, University Architect

Dolores Salinas, Facilities & Services

DRAFT Summary Report – November 17, 2011 Meeting NMSU Campus Planning Committee

Corbett Center Student Union, Otero Room – 2:00 pm

Glen Haubold opened the meeting with introductions and a brief review of the reorganized committee, new members, and the committee's charge.

A faculty member and past CPC chair expressed concerns that the CPC would no longer be a "faculty committee" and would remove one of the faculty direct lines of input to the president. He was also not happy that the new membership list made the faculty a minority on the committee. Concerns were also expressed that faculty no longer chaired the CPC or had a member on the Naming Committee. Faculty would not continue to have independent CPC membership on Architecture, Building, and other committees as has been the case in the past. In summary the concern was that shared governance had been diluted by the committee changes.

Greg Walke briefly described the revised procedures and how the chair would summarize the meeting and actions with recommendations to the president. He will have revised rules in written form for a later meeting.

Action Items:

There were no recommendations for action made during this meeting. All items were informational.

Informational Items:

Transportation & Parking Plan: presented by Ophelia Watkins: a very quick overview of the current report and a request for input from the committee. Some questions were asked, mainly related to closing Stewart Street and to parking costs, but there were no contentious issues.

Wayfinding and Signage:

Greg Walke gave a short over-view of the sometimes-contentious issue of signage and asked for the committee's assistance in addressing this issue in more depth over the next few months. The new signs around the Horseshoe were shown as an example of the current Wayfinding Policy in action. There was discussion in general about how important it is to be able to find something by following signs. As updates, information and examples, the following specific issues were discussed:

- The need for historical signs and wayfinding
- The need for educational signs showing our sustainability efforts. Joni newcomer presented several ideas for such signage and some of the possible options related to size, color, placement, etc.
- Greg updated the committee on the signs for Athletics at the Football Coaches Building and free-standing signs advertising athletics events. There was some disagreement about the location and design of these signs. It was noted that the president had approved locating one sign at the corner of Stewart and Williams and had approved the lettering on the Football Coaches Building – but it was also noted that these were intended to be temporary measures to allow athletics to function until the committee could establish clearer guidelines.
- Greg updated the committee on the new sign in the median of Jordan Ave. by the Bookstore.
- Greg presented the proposed new sign for Aggie Grill at Gerald Thomas Hall. There were a number of comments about the sign itself (design questions) and about the possible precedent it set (where should such signs on buildings be allowed and what limits should be placed on them, if any?). Tammy Anthony expressed her opinion (for Auxiliaries) that they needed to let people know where their product concepts were and their need to be identifiable. Although it was listed as an Action Item, the committee decided not to take any action on this sign at this time. Tammy Anthony will review the committee's concerns and comments with Sodexo, come up with a revised proposal and bring it to

the committee (probably in January) for action. If action is required before January, we may use the Quick Response system (email to all members).

ASNMSU Memorial Competition:

Greg and joni told the committee about the ASNMSU competition for the design and construction of a memorial to be located north of the Corbett Center Amphitheater Stage. There was discussion about the competition and the location of the memorial. The winning proposal will be reviewed by the committee at a later meeting.

Capital Outlay Requests for 2012:

Greg presented the five-year plan for the Las Cruces campus, with focus on the projects going before the 2012 legislature. He also briefly discussed the revised Capital Projects process.

The next meeting will be Wednesday, January 4, 2012, at 3:30PM. An invitation will be sent out when the meeting place is established.

Campus Planning Committee 11/11/11		Current Person Serving or in Job Title (fyi)	# of years in term (new)	term
<u>Voting Members:</u>				
College of:				
Agriculture, Environmental & Consumer Sciences ^E	Steve Loring	2	next appointment will be 2012	
Arts and Sciences ^O	Jeff Brown: Lisa Bond-Maupin (during Fall '11)	2	next appointment will be 2013	
Business ^E	Jim Nelson	2	next appointment will be 2012	
Engineering ^E	Zohrab Samani	2	next appointment will be 2012	
Education ^O	Jon Schwartz	2	next appointment will be 2013	
Health and Social Services ^E	Jennifer Cervantes	2	Fall 2011; next appointment will be 2012	
Library ^O	Norice Lee	2	next appointment will be 2013	
DACC ^O	Kathy Reddington	2	appointed Fall '11; next appt. Fall 2013	
ASNMSU (undergraduate student) ^A	Lorraine Arvizu	1	appointed in Fall 2011 by ASNMSU Pres	
ASNMSU (graduate student) ^A	Jean McKeever	1	appointed Fall '11 by Grad Student Pres	
Faculty Senate ^O	Cindy Murrell	2	elected Fall 2011	
Employee Council ^E	Katrina Doolittle	3	next appointment will be 2012	
Position Appointments:				
University Architect	Greg Walke	n/a	confirmed Fall 2011	
Associate Vice President of Administration & Finance	D'Anne Stuart	n/a	confirm will serve or name of designee	
Executive Director of Project Development & Engineering	Jack Kirby	n/a	confirmed Fall 2011	
OFS Sustainability Manager	joni newcomer	n/a	confirmed Fall 2011	
Executive Vice President and Provost	Wendy Wilkins	n/a	confirm will serve or name of designee	
Senior Vice President, External Relations	Ben Woods	n/a	confirmed Fall 2011	
Vice President, University Advancement	Dennis Prescott	n/a	confirmed Fall 2011	
Vice President for Economic Development	Garrey Carruthers	n/a	confirm will serve or name of designee	
Vice President for Research	Vimal Chaitanya	n/a	confirm will serve or name of designee	
President's Office	Ben Woods	n/a	confirmed, Fall 2011	
Director of Special Events	Scott Breckner	n/a	confirmed Fall 2011	
Director of Athletics	James Hall	n/a	Representing McKinly Boston, Fall 2011	
Director of Environmental, Health, & Safety	Dave Shearer	n/a	Representing Katrina Doolittle Fall 2011	
<u>Resource and Ex-Officio Members:</u>				
Senior Vice President for Administration & Finance	Angela Throneberry	n/a		
Senior VP External Relations & COS	Ben Woods	n/a		
FS Assistant Director for Design	Scott McLean	n/a		
FS Assistant Director for Design	Jean Robinson	n/a		
Assistant Vice President for Facilities & Services	Glen Haubold	n/a		
Office of Space Management	Ron Washburn	n/a		
Assistant Vice President of Auxiliary Services	Tammy Anthony	n/a		
Chief of Police	Jaime Chavez	n/a		
Las Cruces City Council	Greg Smith	n/a	rec'd by Mayor of Las Cruces 11/11	
Doña Ana County	Chuck McMahon	n/a	recommended by the County Manager	
O = seated in September of odd numbered years				
E = seated in September of even numbered years				
A = seated in September annually				
* all positions may delegate				
individuals were new appointments as of Fall 2011				

**New Mexico State University
Las Cruces Campus**

**FIVE YEAR FACILITIES PLAN
2012 - 2017**

The following projects represent forthcoming requests for capital outlay through the legislative process. These projects will be presented to the New Mexico Higher Education Department for review, prioritization, and inclusion in the legislative recommendations for higher education.

2012-2013

New Mexico Institute for Public Policy (* STB request)	\$7,000,000
(Total Project Cost \$16,000,000; federal grant portion: \$9,000,000)	

Renovations to Hardman and Jacobs Halls for the Undergraduate Teaching Center	\$30,000,000
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Infrastructure Upgrades and Replacement	\$9,175,000
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| 1. Aging gas transmission line replacement | \$3,250,000 |
| 2. Replace cooling tower at central plant | \$ 910,000 |
| 3. Chilled water demand reduction in existing building through controls
replacements and improvements | \$ 821,000 |
| 4. Classroom and laboratory improvements: | \$3,050,000 |
| 5. Water-side economizer, chilled water and condenser water pump
renovations; chilled water piping and manifold reconfiguration at central
plant | \$1,144,000 |

2013-2014

Arts Complex - Phase II Renovation - Planning	\$500,000
Infrastructure Upgrades and Replacement	\$8,500,000

- Reconfigure electric transmission system to serve critical buildings from the cogeneration plant
- Replace aging electric distribution lines

2014-2015

Arts Complex – Phase II	\$40,000,000
Infrastructure Upgrades and Replacement	\$8,000,000

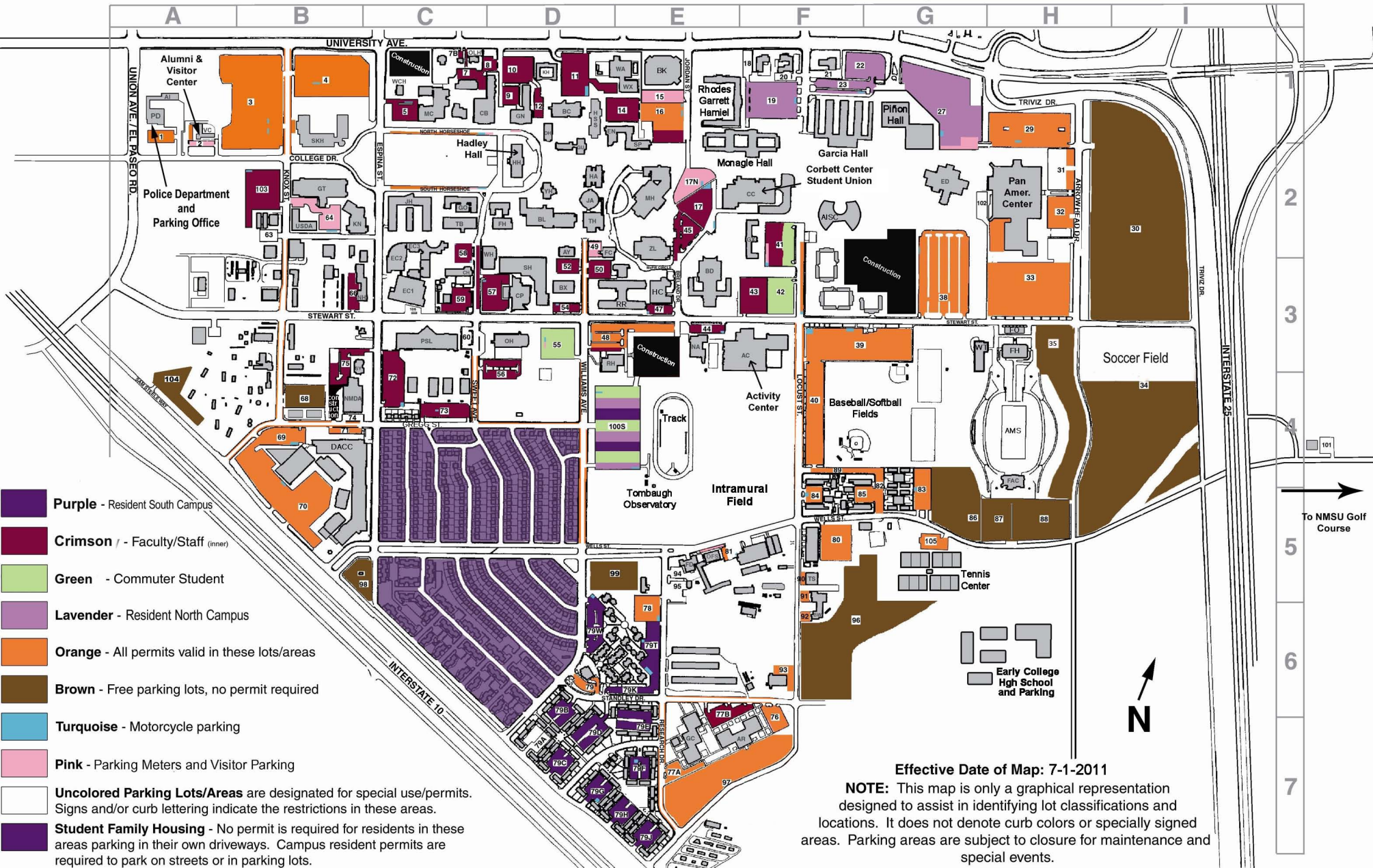
2015-2016

Student Services Facility - Planning	\$500,000
New Mexico State University Agricultural Facilities – Planning	\$500,000
Infrastructure Upgrades and Replacement	\$8,000,000

2016-2017

New Mexico State University Agricultural Facilities - Renovations, Additions and Replacements	\$40,000,000
Student Services Facility	\$40,000,000
Infrastructure Upgrades and Replacement	\$8,000,000

New Mexico State University



- Purple** - Resident South Campus
- Crimson** - Faculty/Staff (inner)
- Green** - Commuter Student
- Lavender** - Resident North Campus
- Orange** - All permits valid in these lots/areas
- Brown** - Free parking lots, no permit required
- Turquoise** - Motorcycle parking
- Pink** - Parking Meters and Visitor Parking
- Uncolored Parking Lots/Areas** are designated for special use/permits. Signs and/or curb lettering indicate the restrictions in these areas.
- Student Family Housing** - No permit is required for residents in these areas parking in their own driveways. Campus resident permits are required to park on streets or in parking lots.

Effective Date of Map: 7-1-2011

NOTE: This map is only a graphical representation designed to assist in identifying lot classifications and locations. It does not denote curb colors or specially signed areas. Parking areas are subject to closure for maintenance and special events.



Transportation and Parking Services

Transportation Office
New Mexico State University
MSC 3PAR, Box 30001
Las Cruces, NM 88003-8001
Phone: (575) 646-7111
Fax: (575) 646-1756

NMSU Transportation and Parking Services Master Plan Implementation Process October 24, 2011

Process Summary

Kick-Off Meetings 9/2/2010

- Rich and Associates with TPS Staff and Management Team

Online Survey active from 10/7/2010 to 11/8/2010

- Staff, faculty, main campus students and DACC main campus students

Focus Groups

- Separate meetings for stakeholders, students, faculty and staff 10/19/2010
- Separate meetings for faculty and staff, students, stakeholders and steering committee 10/21/2010

Parking Demand Onsite Data Gathering

- Every parking lot reviewed for data once every hour from 8:00am to 6:00pm on 10/20/2010

Transit and Fleet Data Gathering

- Transit data gathered by riding Aggie Transit routes and

Recommendations

- Timeline and implementation process begins 09/30/2011

Steering Committee Members:

President/Provost/Admin Council – Bruce Kite
University Architect – Greg Walke
Environmental Health & Safety – David Shearer
Police Department – Jaime Chavez
Dona Ana Las Cruces Campus – Margie Huerta
Faculty Senate – Stuart Munson-McGee
Employee Council – Robert Nosbich
ASNMSU – Austin Graham
Graduate Student Council – Adam Underwood
Housing Student Government Council – Tabitha Young
Family Housing Student Representative – Nancy Blecha
Auxiliary Services – Tammy Anthony
Special Events/Facility Management – Scott Breckner
Transportation and Parking Services – Ophelia Watkins
Parking Department (Resource) – Stella Altamirano
Auxiliary Marketing/Promotion (Resource) – Kyle Pierson
Facilities and Services (Resource) – Glen Haubold
University Communications (Resource) – Minerva Baumann



Transportation and Parking Services

Transportation Office
New Mexico State University
MSC 3PAR, Box 30001
Las Cruces, NM 88003-8001
Phone: (575) 646-7111
Fax: (575) 646-1756

NMSU Transportation and Parking Services Master Plan List – Summary of Recommended Changes October 24, 2011

Parking

1. Implement “Premium” parking as a permit category. Premium parking permits could be purchased by staff/faculty or students and would be limited to access certain parking lots. Once you buy a Premium permit you have right of first refusal next year.
2. Resident parking permits will be valid in “Resident” parking lots only to eliminate residents effectively taking up 2 parking spaces, 1 in resident parking and 1 in all permits parking.
3. The cost of parking permits, departmental placards, spaces reserved for certain employees and reserved designated spaces for departmental visitors should increase.
4. Combine Lots 17N and 17 and designate those as visitor parking lots with parking meters.
5. Consider a 500 space parking structure on the current Lot 16 site for future development when Lots 17N, 17 and 45 are eliminated for green space according to the Master Plan.
6. Install a count system on Jordan St. for Lot 17N and 17 to reduce traffic flow across the International Mall.
7. Pave lots 99 and 68 (currently dirt “free” lots) and require permits to park there.
8. Designate Lot 38 a “Resident” parking lot.
9. Lot 30 and 34 are defined as remote lots. Continue to offer free parking in these lots until the shuttle system is improved. When the shuttle system is improved these lots will become permitted lots with the parking category of “shuttle”.
10. Lots 87 and 88 to be defined as “All permits” lots.
11. Establish a “Capital Improvement Fund”.

Traffic

1. Close Stewart St.
 - a. Option 1 – Close Stewart between Locust and Espina to all general traffic. Allow transit buses only on the north side of the street and bicycles on the south. Extend dedicated transit lane to Arrowhead and allow general purpose traffic east bound only from Locust to Arrowhead. Cost \$125,000 to install electronic gates.
 - b. Option 2 - Close Stewart between Williams and Espina to all general traffic. Allow transit buses only on the north side of the street and bicycles on the south. Extend the dedicated transit lane to Arrowhead and allow general purpose traffic

east bound only from Williams to Arrowhead. Cost \$125,000 for electronic gates.

2. Restripe Espina between Stewart and University to reduce number of general purpose lanes to one lane in each direction and a dedicated north bound transit lane and bike lanes. Cost \$20,000.
3. Restriping at Wells intersections with Williams and Locust to create left turn pockets for south bound traffic. Install a left turn pocket on westbound Wells into Lot 99.
4. Restripe Wells between Locust and Arrowhead to create two westbound lanes and one eastbound lane. This will help with the westbound closure on Stewart.
5. Widen Wells from Research to Triviz to four lanes including sidewalks and bike lanes. Cost \$1,000,000.
6. Relocate traffic signal at Union and Stewart to Union and Sam Steele. Timing will depend on when Wells is widened, traffic counts and crash data. Additional analysis is recommended. Approximate cost \$100,000 to relocate signal and \$150,000 to improve intersections of Wells with Sam Steele and Union with Sam Steele.

Transit

1. Improve the transit system to provide an acceptable level of service by:
 - a. Operating two routes instead of three.
 - b. Service must operate early enough and late enough to make transit a reasonable option.
 - c. Service must be frequent enough that a bus is always in sight. Can be scaled back as class schedules decrease.
 - d. Buses must be easy to board and alight from in order to maintain speed and frequency of routes.
 - e. Route One would require six buses and two buses on Route Two to provide the necessary level of service. Additionally two buses should remain in reserve to allow for maintenance and repair. Cost depending on bus types.
 - f. Buses must represent the university.
 - g. Operating cost estimated \$1,100,000 annually.
 - h. Funding options (assumption is full-time students taking an average of 14 credit hours per semester and part-time taking 8):
 - i. Students \$70.00 annually (\$2.50 per credit hour) plus faculty/staff \$22.00 annually would cover \$1,100,000.
 - ii. Students \$77.00 annually (\$2.75 per credit hour) will cover \$1,100,000.

Fleet

1. Continue to maintain a rental fleet to meet the needs of departments that do not have access to a university vehicle.
2. Establish a periodic vehicle inspection requirement so that at minimum every vehicle is inspected annually for basic safety compliance and to determine vehicle condition. Vehicles in poor condition should be removed from service or repaired.
3. Establish criteria to determine whether a vehicle is needed or not and retire those units that are no longer needed.
4. Continue the fleet reduction to achieve the established standard of one vehicle for every ten employees.
5. Establish vehicle maintenance and replacement criteria and review each vehicle annually.

Operations

1. If shuttle system is improved and operated by NMSU.
 - a. Add a Transportation Services Manager (new) manages shuttle system, staff, maintenance and repairs to buses.
 - b. Add an Operations Supervisor (new) supervision, training, accident investigation, complaints.
 - c. Add ten Shuttle Bus drivers (new).
2. Recommended changes to organization for fleet support.
 - a. Add a Fleet Services Manager (new) maintains all fleet records, reviews fleet related transactions and ensures departments comply with fleet policy.
 - b. Add a Fleet Maintenance Supervisor (new) to oversee work of fleet maintenance staff.
 - c. Vehicle mechanics to support the entire fleet management effort including safety inspections and maintenance.