

CSCU | Students First

Planning Team	Facilities
Meeting Date	May 23, 2017
Members Present	Keith Epstein, CSCU, System Office Armen Beermann, CSCU, System Office Thomas Burkholder, Central CSU Trent Barber, Manchester CC James Troup, Naugatuck Valley CC Sharon Pronovost, Northwestern CT CC Martin Charette, Quinebaug Valley CC Thomas Struble, Southern CSU Jeffrey Schlicht, Western CSU

Meeting Notes

Facilities Consolidation Committee Precepts:

- Assist with the development and provide recommendations towards establishing baseline levels of facility based services that can be implemented at each campus.
- Review and provide recommendations towards the future structure of the Facilities Department that allows consolidated efforts to be delivered at a system-level.
- Provide recommendations to promote flexibility within a sustainable environment that support instruction, learning and student success.

Meeting Dates: Meetings will be scheduled as CSCU work develops. The next meeting will be scheduled in approximately 2-weeks, as needed. Committee will convene at CSCU, System Office in Hartford on the 2nd floor.

The committee reviewed the team major area of focus and the size/area of all Community Colleges was provided. Keith indicated that the Universities are not part of the Facilities consolidation. Planned savings as part of CSCU energy conservation programs is anticipated to offset university operating expenses but is not anticipated to be sufficient to fully offset college operating expenses.

Pros and cons were discussed for three modules in Facilities Department Operating options:

- Management staff deployed from System Office.

- Management staff regionally deployed from universities.
- Management staff regionally deployed from Colleges.

Facilities Department organizational charts were discussed for Finance, Real Estate, Energy/Sustainability, Building Code, Operations Program and Capital Program. The first administrative area reviewed was Facilities Operations; encompassing Custodial, Maintenance, and Buildings and Grounds. Under Custodial, APPA documented industry standards were presented and discussed related to Staffing Service levels. Asnuntuck CC was used as custodial case study.

The second administrative area, Maintenance, will be discussed during the 2nd. meeting.