Minutes: Master Planning Support Team  
December 8, 2008

I. Approval of minutes for November 3, and November 17, 2008

By acclamation, both the November 3, 2008 and the November 17, 2008 minutes were approved.

II. Reports:

A. Communications and marketing
Amy Watson reported that the announcements about the consultants’ campus visit have gone out. Due to budget restraints, no refreshments will be served at the large public meetings on December 10 – 11.

B. Board of Visitors meeting
The consultants gave their presentation to the Board of Visitors at the Hefter Center on December 2.

C. UNA meeting
The University Neighborhood Association meeting will now be hosted by the Watertower Landmark Trust. We have requested time on the agenda of their regularly scheduled meeting. The consultants will be making a scaled-down version of the presentation they gave to the Board of Visitors last week.

III. Coordinating and Steering Committee updates
The Coordinating Committee and the subcommittees completed their tasks and Bob Greenstreet, Chair of the Coordinating Committee, presented the revised Guiding Principles to the Steering Committee on December 2.

The Steering Committee discussed whether the Guiding Principles were bold enough and aspirational enough. Further discussion ensued regarding the protocol for making changes to the Guiding Principles. It was decided that a preface, drafted by the Planning Support Team and signed by the Steering Committee, would be appended to the Guiding Principles.

IV. Guiding Principles: Preface for review
Patricia Arredondo, Bob Greenstreet, and Chris Gluesing drafted the Preface. The Planning Support Team reviewed the document and approved it with one change. It was agreed that the final sentence would read as follows:
“The Steering Committee endorses the Guiding Principles to drive the master planning process.”

V. Plans for December 10 & 11 Consultant Visit
Meeting times have been established, but no specific agenda has been drafted.

VI. Proposed dates for February 25 & 26, 2009

VII. Overall schedule
The overall schedule has been updated to reflect the consultants’ campus visit in February. The subcommittee meetings are listed as “TBD” so they can determine when and how often they would like to meet, depending upon the tasks assigned by the Coordinating Committee.

VIII. Other
The committee engaged in discussion regarding the role of the Guiding Principles in the master planning process, how they will be utilized in regards to the three scenarios, and how they relate to the Chancellor’s vision.

IX. Next meeting: January 12, 2009 at 8 a.m. in Mitchell 140.

X. The meeting was adjourned at 3:10 p.m.