

**Employee Advisory Committee
Division of Facilities
October 31, 2006**

Members Attending

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| Gina Braaton | Silvia Cortez | Leah Flores |
| PJ Jones | Francisca Martinez | Lisa McVey |
| Diana Meyer | Roger Padon | John Summers |
| Lawrence Vega | | |

Members Absent

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| Ralph Alvarado | Steve Nelson | Vicki Schlieper |
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Guest

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| Ashley Skow | Tim Vinton |
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Ex-officio Members

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| Jane Schneider | Rosie Schoenfeld | Charles A. (Chuck) Sippial, Sr. |
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Lisa McVey, committee member, began the meeting at 9:00 a.m. and John Summers, vice chair, led the remainder of the meeting. Jane Schneider introduced her new assistant, Ashley Skow.

Minutes

The minutes from the September meeting were approved with the change that Donna Spears was a substitute for Silvia Cortez. Roger Padon made a motion to accept the minutes. Lisa McVey seconded and the motion passed.

Vice President's Report

- Campus Construction continues and soon we will be a walking campus. The Life Sciences project continues to make progress.
- A District Plan is being prepared for the Academic Corridor (Administration Building to Kleberg Building). Barnes Gromatzky Kosarek (BGK) has met twice now with campus groups to create the plan.
- Several proposed models of the ETED buildings were shown to members. The two buildings could be placed slightly in front of the Administration Building, look very similar in design and not overpower the Administration Building.
- Military Walk is being designed and a presentation will be made to President Gates on November 20. An Urban Forester has been hired to evaluate the construction impact on current trees along the walk.
- The Council on Built Environment recently asked the Deans for their greatest needs/wishes related to Faculty Reinvestment. Chuck Sippial requested more money be dedicated to Fire and Life Safety issues.
- Easterwood Airport will resurface the main runway after Thanksgiving. The airport will be closed for a few nights to complete the work, but the Airport will notify users in advance.

- The Mitchell Building design is currently being reviewed because it does not follow many Campus Master Plan guidelines.
- Chuck Sippial will launch a Sustainability Program in order to protect our future resources. TAMU already has a successful Recycling program and Energy Conservation program. Transportation Services has begun using bio-diesel in many of their buses.
- The Ross Street Utilities project will begin soon. The road portion will be combined later with the grade separation project.
- The General Services Complex parking exits are confusing and better signage is needed. These are temporary exits and will be closed shortly when work on F&B Road and Agronomy Road is complete.

Benefits

No report.

Old Business

- The General Services Complex door has been fixed. It was within the legal limits of 14 pounds.
- Bus shelters on Agronomy Road are being evaluated. Chuck Sippial will talk with Rod Weis about the possibility of a bus shelter at the GSC stop.
- Compression issues are still being reviewed by Human Resources.
- Steve Nelson should return to light-duty soon.

New Business

- Wheelchair accessibility to the Jack K. Williams Administration Building was discussed and it was suggested that an access button be added to help open the door.
- How can employees move up career-wise within their office/department? Employees should make sure they have the necessary qualifications to advance to the next level. Employees should apply for positions as soon as they are posted. If Physical Plant employees have concerns about job postings, they should contact Kim Casey at 862-7904.
- Can a new apprentice with less than six (6) months on the job apply for a posted position on campus? The employee should contact Jim Thomas at 847-9282 since he coordinates the Apprenticeship Program.
- A question was raised about uniforms being different colors for maintenance and construction crews. Many students, staff and faculty do not realize that all Physical Plant employees dressed in gray shirts do not change light bulbs. Customers should complete a work order for all repairs. Dick, Jane, Les and Jim are reviewing uniform concerns/options.
- Additional restrooms are needed at Research Park and visitors with pets should clean up after their pets while visiting the park. Harold Strong will be contacted regarding these concerns.
- Rec Sports now provides their own custodial services.
- Long Term Health Care information should be available to employees soon.
- Easterwood Airport needs better signage between the private and commercial sides. Jane Schneider will visit with John Happ on this issue.
- The Quality of Worklife surveys will be conducted for all Physical Plant employees on November 9-10 and November 13-14. Sheila Dotson, Mary Fran Troy and Tonya Foster are working to assign group times and four locations (Physical Plant Training Room, Rudder/MSC, Riverside and

Utilities CUP) will be available. Supervisors will provide employees work time to complete the survey.

- The Move Crew staff is so busy they cannot send a representative to EAC meetings so their area will be combined with AM4 which is located in the same area/building. Roger Padon agreed to provide meeting minutes and other necessary EAC information to the Move Crew.

Adjournment

Roger Padon made a motion to adjourn the meeting. PJ Jones seconded and the meeting was adjourned at 10:30 a.m. The next EAC meeting will be held on Tuesday, November 28, 2006 at 9:00 a.m. in 205 MSC due to renovations in the Administration Building.

Have a safe and Happy Thanksgiving!