



**State-Wide Capital Master Plan Committee
Ohio Board of Regents
Minutes of the Meeting of October 24, 2006**

The State-Wide Capital Master Plan Committee met at the office of the Ohio Board of Regents in Columbus, Ohio. In attendance were the following:

Alex Cofield, Ohio State University
Bert Diehl, Lakeland Community College
Beth McGrew, University of Cincinnati
Blaine Wyckoff, NEOUCOM
Butch Kotcamp, Shawnee State University
Carol Clingman, DAS
Chuck Mann, Owens Community College
Dan Morissette, University of Toledo
David Price, Legislative Service Commission
Derek Bridges, Office of Budget & Management
Evelyn Frey, Cleveland State University
George Arnold, Columbus State Community College
George Hallier, OSC
Glen Funk, Ohio State University
James Hunley, DAS
Jeff Miller, Sinclair Community College
Jim Haley, Miami University
Jim Nargang, Ohio Board of Regents
John Jivens, Stark State Technical and Community College
John Kotowski, Ohio University
Katie Hensel, Ohio Board of Regents
Laura Shinn, Ohio State University
Luanne Bowman, Rio Grande Community College
Manny Anunike, ODOD
Pam Callahan, Ohio University
Ray Renner, University of Cincinnati
Ron James, Ohio Board of Regents
Ron Lee, Lakeland Community College
Stephanie McCann, Ohio Board of Regents
Terry Thomas, Ohio Association of Community Colleges
Tom Euclide, Kent State University

The meeting convened at 9:15 am. James Nargang welcomed the committee members and introductions were made.

Jim Nargang discussed the Supplemental Capital Request to OBM.

Jim Hunley, Procurement Supervisor, DAS, reviewed the DAS State Purchasing Process.

Jim Nargang discussed the Summary of Subcommittee Progress since the August 29th Consultation.

Jim Nargang led a discussion on the document: Proposed Facilities and Infrastructure Assessment in Support of a Statewide Capital Master Plan for Ohio's Public Higher Education Institutions, Draft as of 10/23/2006:

Proposed Assessment Scope of Work:

- Owned Infrastructure Data: Jim Nargang suggested that campuses could share a list of components so that we can look at the list to compare between campuses, to look for commonality. And also to survey campuses to see what information is available from each institution and what software they are utilizing. Jim stated that the lifecycle assessment is a snapshot in time and would not be updated on a regular basis. We may contract with a third party to update the assessment at a later date.
- Proposed Approaches:
 - Tom Euclide suggested that we should we have someone on retainer to ensure we are collecting the correct data. And also someone who knows about Ohio processes.
 - Technical analysis should be in a software system that is flexible and could be utilized by all.

Working Lunch

- Questions on the scope of work on pg 3.
 - How many buildings and or space are there? 57 million GSF E & G space. (Question 1)
 - Alex Cofield suggested that along with the terminology repair, you could add replace. (Question 1)
 - Jim Haley stated these terms need a clear definition: deficiency and deferred maintenance.
 - Tom Euclide suggested that instead of in-kind replacement, reinvest in a way that over time we can reduce our overall costs.

- Project deliverables: Questions on the scope of work on pg.6
 - Deliverable #6: For institutions that already have the data, are they able to migrate to the vendor system and migrate back to the institution?
 - There needs to be additional review meetings between deliverable #10 a. and #10 b.
 - Deliver to the Inter University Council and the Ohio Association of Community Colleges as a presentation.
 - How do you see the vendor involved in the presentation process?
 - How will the project be presented to us? 10 hard copies, cd's, etc...
 - Website: you need to have web-ready documents
 - What type of materials would we need to have our communications/marketing teams informed of our progress

Meeting adjourned at 1:58 pm.