

COMMITTEE MEMORANDUM

TO: Property and Facilities Committee Members
Board of Regents, State of Iowa

FROM: Joan Racki

DATE: June 1, 2005 *GSN*

SUBJ: Property and Facilities Committee Revised Responsibilities

Recommended Action:

Recommend to the Board revisions to the responsibilities of the Property and Facilities Committee as outlined below.

Executive Summary:

At its April 18, 2005 meeting, the Board established the Property and Facilities Committee and adopted responsibilities for the Committee as outlined in the Board's Policy Manual, Section 1.05d. It is recommended that the Committee's responsibilities be modified to include making recommendations on the naming of campus facilities and properties and to clarify the role of the Committee related to the capital projects of the University of Iowa Hospitals and Clinics.

Background:

The Board established the Property and Facilities Committee at its April 18, 2005 meeting and adopted the following revisions to the Board's Policy Manual to provide for the Committee:

Existing Policy **Property and Facilities Committee.** This committee is primarily responsible for:

Receiving, reviewing and making recommendations to the Board regarding institutional requests for approval of:

- The purchase and sale of property including any necessary financing;
- The disposal, transfer and sale of buildings; and
- Leases and easements.

Receiving, reviewing and commenting upon institutional long-range development plans for the campus in total or specific areas and master plans for specific campus enterprises, such as residence systems, student service facilities and utilities.

Receiving and making recommendations to the Board on all institutional capital register items, except for UIHC items.

Receiving the Facilities Governance Report and the Institutional Roads program and special reports regarding property and facilities, including those on the status of major capital projects and annual capital plans, and Five Year Building Programs, including capital appropriations requests, except for UIHC.

Monitoring institutional design guidelines and space standards and developing Board standards, as appropriate.

Evaluating the financing for construction, and operation and maintenance of capital projects.

Examining current processes for bidding and award of construction contracts and possible alternative construction delivery systems.

Monitoring capital issues including fire and environmental safety and deferred maintenance deficiencies and energy conservation opportunities.

Reviewing and making recommendations regarding the duties of the Board, Board Office and institutions for capital improvement projects.

Fostering institutional cooperation and coordination among the institutions in facilities management.

Analysis:

Proposed
Changes to
Responsibilities

As a result of discussions which occurred subsequent to the Board establishment of the Committee and adoption of its responsibilities, two changes to the Committee's responsibilities are proposed.

- The Committee would be given the responsibility to make recommendations to the Board regarding the proposed naming of campus facilities and properties.
- UIHC capital projects would be considered by the University of Iowa Hospitals and Clinics Board of Trustees as well as the Property and Facilities Committee.

- The UIHC Board of Trustees would review and act upon the projects as they relate to matters of broad governance and oversight, including the overall need for the project and how the project relates to the goals and objectives of the UIHC Strategic Plan, as well the proposed source of funds for the project.
- The Property and Facilities Committee would be responsible for reviewing the details of capital projects, such as requests for approval of the selection of an architect or a schematic design.
- The UIHC projects will continue to be submitted with the University's other projects on the University's capital register.

Proposed
Revised Policy

The proposed revised policy, with the changes highlighted, is as follows:

Property and Facilities Committee. This committee is primarily responsible for:

Receiving, reviewing and making recommendations to the Board regarding institutional requests for approval of:

- The purchase and sale of property including any necessary financing;
- The disposal, transfer and sale of buildings; ~~and~~
- Leases and easements; and
- Naming of campus facilities and properties.

Receiving, reviewing and commenting upon institutional long-range development plans for the campus in total or specific areas and master plans for specific campus enterprises, such as residence systems, student service facilities and utilities.

Receiving and making recommendations to the Board on all institutional capital register items, ~~except for UIHC items.~~

Receiving the Facilities Governance Report and the Institutional Roads program and special reports regarding property and facilities, including those on the status of major capital projects and annual capital plans, and Five Year Building Programs, including capital appropriations requests, ~~except for UIHC.~~

Monitoring institutional design guidelines and space standards and developing Board standards, as appropriate.

Evaluating the financing for construction, and operation and maintenance of capital projects.

Examining current processes for bidding and award of construction contracts and possible alternative construction delivery systems.

Monitoring capital issues including fire and environmental safety and deferred maintenance deficiencies and energy conservation opportunities.

Reviewing and making recommendations regarding the duties of the Board, Board Office and institutions for capital improvement projects.

Fostering institutional cooperation and coordination among the institutions in facilities management.

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