

## **Buildings & Grounds Committee**

### **9/12/19 Meeting Minutes**

1. Meeting was convened and quorum was perceived at 11:00 am. Attendees listed below...
  - Douglas Airhart - Horticulture Professor, Committee Chair
  - Josh Edmonds – Interim Director of Residential Life
  - Ronald Mezime – Assistant Director of Residential Life
  - James Sullivan – Director of Appalachian Center for Craft
  - Sam Masters – Director of Maintenance & Repairs
  - DeLayne Miller – Sustainability Manager
  - Jason Beach – Associate Professor of Curriculum & Instruction (Proxy for Jeremy Wendt)
  - Jennifer Mabry – Associate Professor of Nursing Instruction
  - Brian Jones – Associate Professor of Decision Sciences & Management
  - Daniel VandenBerge – Assistant Professor of Civil & Environmental Engineering (Proxy for Ben Mohr)
  - Brent Carter – Environmental Health & Safety Coordinator
  - Scott McCrary – Landscaping & Grounds Manager
  - Holly Wagner – Student (Proxy for Brad Sells)
  - Daniel Hines – Student
  - Craig Short – Associate Vice President of Facilities & Business Services, Committee Executive Officer
  - Shana Eads – Committee Administrative Services
2. Introduction of Committee Members
3. Douglas Airhart asked for a motion to approve the agenda. It was noted by Brian Jones that item 4 should read 2018 – 2019 instead of 2017 2018. Motion was made by Sam Masters and seconded by Jennifer Mabry to approve with correction. Vote passed.
4. Dr. Airhart asked for approval of 4/4/19 meeting minutes. Minutes were approved by Jennifer Mabry and seconded by Brian Jones. Vote passed.
5. Douglas Airhart asked for a motion to approve the 18 – 19 Annual Report. Motion was made by and seconded by. Vote passed
6. Old Business
  - a. Pet Policy –This issue was discussed at the 4/4/19 meeting and at that time it was decided that DeLayne Miller would work on a draft pet policy to be reviewed at today’s committee meeting. A draft was presented by DeLayne and a discussion ensued. It was decided that some verbiage needed to be changed in regard to the definition of “handler” and additional points needed to be added or clarified before the policy was voted on. DeLayne will modify the draft and invite Residential Life, Athletics, Facilities, University Policy and Human Resources to review before presenting back to the committee.
7. New Business
  - a. Craig Short requested a motion to combine the Building & Grounds Committee with the Safety & Environmental Committee. After a discussion about the pros and cons of combining committees a motion was made by DeLayne Miller and seconded by Josh

Edmonds to combine. Vote passed. Craig will check with the President's office to see how to proceed.

8. Status of Grounds Projects – Scott McCrary
  - a. Sod installed all over campus
  - b. Magnolia Trees at Centennial Plaza - Species are Bracken's Barren Brown and Kay Parris
  - c. Library fence, irrigation, landscaping, mulch, and stone installed
  - d. UC Green Space, step one completed
  - e. Capital Quad landscaping and green space
  - f. 20 European Pyramidal Hornbeams planted behind Crawford
  - g. 24 River Birch at Stadium parking lot
  - h. Spirit Rock installed at tailgate area. Rock was donated by LoJac
9. Status of Sustainability Projects – DeLayne Miller
  - a. Around 270 trees were planted for Tree Campus USA [www.arborday.org](http://www.arborday.org)
  - b. This summer the University was designated a Bee Campus USA [www.beecityusa.org](http://www.beecityusa.org)
  - c. Recycling program received the Higher Education Recycler of the Year award [tennesseerecyclingcoalition.wildapricot.org/awards](http://tennesseerecyclingcoalition.wildapricot.org/awards)
  - d. Clean Commission is sponsoring Putnam Proud Clean Up which will be held September 21<sup>st</sup> – 28<sup>th</sup>. The Campus Sustainability Fee will take care of the registration fee for any campus group that participates.
10. Status of Facilities Projects – Craig Short
  - a. Scott McCrary hired as Landscaping & Grounds Manager
  - b. Landscaping will be getting refreshed campus wide
  - c. RUC Completed
  - d. Library Completed
  - e. Kittrell, Bartoo and Browning Evins Completed
  - f. Parking Lot Lighting at Generators
  - g. Sidewalks upgrades going on campus wide
  - h. New Bus Stops have been installed along new bus routes
  - i. Centennial Plaza Handrails by the RUC being changed out
  - j. Jobe Murphy Handrails
  - k. Facilities survey has been completed; will be shared at the next committee meeting
  - l. Erik Callahan is our new Safety Coordinator and he has taken over the MS4 plan (Municipal Separate Stormwater System).
11. Douglas Airhart entertained a motion to close the meeting. The motion was made by Sam Masters and seconded by Josh Edmonds. Meeting was adjourned at 11:56.