



ULM FACILITIES MASTER PLAN  
**APPENDIX**

# 9.1 MEETING #1

Meeting Notes & Agendas / 2003 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure

## MEETING AGENDA

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #1

**Date of Meeting** 29 February 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

### Introductions

- Executive Committee
- Steering Committee
- Planning Team

### ULM Narrative

- Vision for the ULM Campus
- 2008 – 2013 Strategic Initiatives

### ULM Historical Campus Growth and Planning

- Defining Campus Features
- Detracting Campus Features

### Master Plan Goals and Objectives

- Vehicular Navigation and Parking
- Pedestrian Navigation
- Safety and Security
- Optimization of Space Utilization by Mission
- Projected Growth
- Capitol Growth and Expansion
- Accessibility
- Sustainability
- Standards and Guidelines – Architectural / Civil / Landscape
- Infrastructure Assessment
- Budgeting Information
- Real Estate Acquisition

### ULM Organizational Structure – Current and Anticipated Changes

- Administrative
- Academic
- Athletics

### Facilities Master Plan - Work Plan Schedule

- Workshop dates and projected MP delivery
- Steering Committee Participation
- Sub-Committee Participation

- Homework

### Current and Anticipated Development and Construction

- Anticipated, but not in active Planning
- In Planning Stage
- Under Contract or Construction

### Facilities Inventory Data Resources

- Regents Facilities Data Base
- University of Louisiana Data Base
- ULM Facilities CAD Data

### Deliverables

# MEETING #1

## MEETING MINUTES

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #1

**Date of Meeting** 29 February 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

In Attendance ULM Executive Committee  
Dr. Nick Bruno (President)  
Dr. Stephen Richters (Executive VP)  
Dr. Eric Pani (Interim Provost and VP for Academic Affairs)  
Diane Singletary (Chief Business Officer)  
Mr. Robert Staub (Athletic Director)

ULM Facilities Master Plan Steering Committee  
Camile Currier (Assistant VP for Student Affairs)  
Paul Karlowitz (Associate Dean for College of Arts and Science)  
Chris Ringo (Associate Physical Plant Director)  
Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)  
Larry Ellerman (Chief of Campus Police)  
Justin Roy (Executive Director of University Planning and Analysis)  
Phil Shaw (Associate Athletic Director)

Louisiana Facility Planning and Control  
Steve Betts

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
Kevin Broussard (ABW)  
Mark Ripple (EDR)  
Tracy Lea (EDR)  
Shelly Strange (ABW)  
Cristina Ungureanu (EDR)

**Workshop Number One, in support of the ULM Facilities Master Plan, was convened on Wednesday, February 29, 2012, at 9:00 a.m. in Room 622 of the University Library. The following represents the minutes:**

### Morning Session

The meeting began with introductions of the University Executive Committee and Steering Committee.

1. Dr. Nick Bruno stated his goals for the Facilities Master Plan:
  - a. Desires to identify strengths and weaknesses, ways to increase strengths and decrease weaknesses
  - b. Desires integrated campus with interaction between students, staff and athletics – minimize division caused

- by Bayou Desiard.
  - c. Athletics should be a more integral part of the campus community. City is undergoing a feasibility study to locate its Civic Center on ULM's campus. Would require removal of Brown Stadium/Track, but would complement adjacent athletic venues.
  - d. Architectural standards should be set in place to appropriately respond to historic buildings on campus. Bruno recommended that no new buildings be added, but that renovation be seriously considered. The Pharmacy program could potentially add a new research building.
  - e. Expected decreased student population in the next 10 years due to stringent admissions standards implemented in 2013, 400-500 admitted. There will be a different focus of recruitment efforts. Suggestions desired for alternate uses for facilities underutilized due to this decline.
  - f. Desires better utilization of buildings, including efficiency, operating costs and maintenance. Also desires strategies for landscaping requiring less maintenance.
  - g. Seeking increased security on campus via buffering, appropriate lighting and a campus-wide inventory of surveillance cameras and locks.
  - h. Standardization of classroom requirements is desired: features, lighting, seating materials, etc.
2. Dr. Stephen Richters:
  - a. There is a need for better campus lighting, especially around Starbucks area. Sidewalks are insufficiently lit.
  - b. There is currently no place for students to congregate, meet and greet, etc.
  - c. There will be increased recruitment of international students that will put pressure on housing, possible increase from 200 to 600-800 students. All of these students would need to be housed on campus.
  - d. There is a need for larger stadium-style classrooms.
  - e. There is a need for upgrades in lab infrastructure and wet labs.
3. Dr. Eric Pani:
  - a. Classroom size distribution is currently out of balance. There are more small classrooms than needed and, and there is need for larger classrooms that would seat between 150-250 students.
  - b. Science labs are outdated and need modernization.
  - c. Fine arts facilities are out of date and require renovations. These programs fill a need in the community and serve as a connection between the university and community. There is a need for a mid-sized venue.
  - d. Arts programs are decentralized, scattered throughout campus.
  - e. There is currently a plan to unify the different colleges into identifiable areas on campus.
  - f. There have been problems with unauthorized people getting into some buildings on campus at night, better building security desired.
  - g. Foot traffic across city streets creates a hazard to pedestrians. In the past 3 years 2 or 3 students have been hit in crosswalks.
  - h. Bayou is underutilized and desires development to take advantage of this natural feature.
4. Ms. Diane Singletary:
  - a. Students will be voting on a few options for development on April 17<sup>th</sup> and 18<sup>th</sup>. Possibilities include an amphitheater with new pool building and lazy river and/or renovations of current natatorium into an events center. Natatorium was built in the 70's and is rarely used by the students. Its location may be part of the reason. If the student vote for renovations does not pass, how could students be encouraged to use the building?
  - b. The green space next to the Bayou and adjacent to newest housing was intentionally set aside for amphitheater development.
5. Dr. Stephen Richters:
  - a. Review of current parking is desired. There are plenty of spaces, but not in the areas that are desirable.

# MEETING #1

- a. Faculty and staff parking spaces are often vacant. Eliminating parking near old library could make a more student-friendly environment. Desire to push parking from center of campus and out to surrounding areas.
  - b. The space in front of the old library could become available after the bookstore is relocated further into the building.
1. Open discussion:
    - a. 20-30% of student population lives on campus. Housing is currently fully occupied, but ULM has never experienced a housing shortage.
    - b. There is a desire for wayfinding improvements, both pedestrian and vehicular.
    - c. The university tried bussing around campus but no one utilized the service. The maximum time it takes to walk from one side of campus to the other is 15 minutes.
  2. Mr. Bobby Staub/Mr. Phil Shaw:
    - a. There is a lot of unsightly concrete and chain link fencing around the athletic area of campus. More green space is desired.
    - b. The athletic facilities are dated and require renovations. There have been little improvements since the 1970's following their construction. The condition of the facilities affects recruitment of student athletes. The athletic department has a master list of facility improvements that are desired.
    - c. More housing is desired in athletic area to bring students to that side of campus.
    - d. The baseball stadium needs more signage and possible rerouting of traffic for baseball games.
    - e. The outflow of traffic from the stadium takes no more than 20 minutes.
  3. Dr. Pani/Dr. Richters
    - a. The 2008-2013 Strategic Plan has largely been dropped, largely due to economic reasons.
    - b. The university has been challenged to stay afloat. Thus, the strategic plan was put off after budget cuts of 2009. The university's budget is calculated yearly and edited after 6 months. This leaves no way to estimate finances. Without a way to guarantee financial stability it is difficult to follow through with a strategic plan.
    - c. The core values in the 2008 Strategic Plan are still valid, but the budget and strategies in it have proven ineffective.
    - d. Consolidation of classrooms in lab buildings can qualify for capital outlay funds. Dr. Richters has current numbers and requirements to qualify for this program.
    - e. There are dead zones on campus that need to be revitalized, including, athletics, VAPA (Visual and Performing Arts) and Stubbs.
  4. Dr. Bruno:
    - a. Are there any buildings that need to be raised moving forward with consolidation and concentration?
    - b. The university will need to help the design group decide the key people that we should meet with to further the master planning process.
    - c. The university desires to involve the community in this process, because they have a vested interest in the campus. This will provide an external perspective and an opportunity to build consensus.

## Break – Executive Committee Leaves

### General Committee Discussion

1. The design group would like to get an idea of current and future dynamics of academic departments.
2. Arts and Sciences is by far the largest and is spread out over 10-11 buildings with 180 faculty.
3. The university would like to maximize building uses and reduce inefficiencies during non peak times. There are instances where a classroom is used in a building that is otherwise unoccupied, requiring the HVAC system, which

- could be turned down during this time, to condition the entire building. There are other buildings that are open later and the class could be moved there.
4. Consolidated classroom scheduling can not only lower operating costs, but can lower the assignable square feet per FTE student.
  5. The Brown Theater, Beideharm Recital Hall and one other small theater are all used extensively. This department has weekly art and theater performances.
  6. The Coliseum is used often for other non-university events as well as the track and ball fields. ULM operates summer camps for multiple sports. They utilize the campus dining facilities but the right type of housing is not available on campus for overnight stays for these groups. The concessions are handled by an external company. The concession facilities need attention.
  7. Priscilla in the President's office has compiled a list of who is on campus when – this can help ABW/EDR figure out which groups utilize various facilities the most.
  8. Coliseum is used by the public for walking but is undesired by the university. ULM is hesitant to eliminate this public service because they value their community ties. It currently has limited hours for public use.
  9. The university is still acquiring property but the focus is still on existing facilities. Property acquisition is focused on creating a buffer around the campus.
  10. Discussions with city planning department could influence regulations concerning zoning of property across Desiard St., eliminating new businesses of undesirable influences (e.g. tattoo parlor).
  11. The maintenance department has lost over 50 employees over the past 3 years due to budget cuts, putting a strain on maintaining the facilities.
  12. Across the board, staff and faculty are paid below national averages and have not had raises in 5+ years.
  13. The university is at its debt limit in the area housing. ULM cannot get capital outlay funds for housing. The majority of students are commuters within a 50 mile radius. This allows them to live off campus. Currently housing around 96% occupied in the fall and around 86% in the spring.
  14. The older dormitories are expected to stay in use until ULM's housing debt is paid off. Massur is in the worst condition but houses the most students at around 400 beds.
  15. There is currently no central utility plant; centralized utilities are desired. A small central plant connecting 2-3 buildings would be more efficient than a stand-alone system. Funding would have to come from a capital outlay project. Someone would have to champion the project, and most would rather advocate for a more attractive new or renovated building to showcase, rather than something strictly functional.
  16. The university wants to identify the most inefficient buildings / buildings that need systems repairs. Northwestern is utilizing performance contracts, which provide funding for guaranteed energy savings.
  17. A "Needs Assessment" will be categorized by immediate needs, intermediate needs and long term needs.
  18. The Master Plan Document needs to be easily updated, flexible and able to address new changes.
  19. The university owns the underground electrical system that feeds the academic side of campus but does not have the same system on the athletic side of the bayou. There are overhead lines upstream of a master meter system that is maintained by Entergy until the connection with the transformer. There is currently a capital outlay request out for electrical systems upgrades and repairs for \$2-2.5 million.
  20. The natural gas system on both sides of the bayou is university-owned and the system is in good shape. The fiber and telecommunications systems are also in good shape and up to date.
  21. Building automation controls are somewhat centralized, but are maintained by an outside company.

## Afternoon Session

1. The Steering Committee was asked which stakeholders should be folded in for public vetting. A few internal meetings with key ULM officials were recommended, followed by meetings with invited members of external boards and foundations who have an interest. Also, some state legislators would be good to bring in to get interest so they may help push through future funding. Student government should also be included in one of the workshops. The general public would be last, but soon enough that they do not feel left out. Month 3 or 4 would

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- probably be a good time to start inviting outside people. The university will help establish who is invited for input.
2. Marriage and family therapy moved back to main campus and is listed under the College of Education. The buildings previously occupied by them are on leased property and are currently being demolished.
  3. Aviation and Agriculture departments have been scaled back.
  4. Pharmacy and Nursing are at maximum capacity with a waiting list. Potential growth is stalled because of difficulty attracting additional qualified faculty – financial incentives are not possible.
  5. State-wide academics are being reviewed for low graduating programs that could be eliminated or consolidated into other nearby schools.
  6. There are currently 16 NCAA sports on campus with the exception of golf, which is located off campus at multiple nearby courses.
  7. There are currently 5 club sports that are run through Student Affairs, not through athletics, including: water skiing, wakeboarding, fishing. These teams rarely utilize university athletic facilities.
  8. There are set fields for around 50 intramural sports teams.
  9. Athletic facilities are used by local community. Fant Euwing Coliseum is utilized the most, for a large variety of events and activities. It seats around 7,000 and is classified as a special needs shelter by the state.
  10. A roadway project called Kansas Lane Connector has the possibility to run very close to the campus near the athletic areas. If the city civic center becomes a reality, it may impact what happens with that road.
  11. Students have a feeling of safety on campus and cross the roads without using the crosswalks. This causes a major problem especially at Northeast, University, and Bonaire Streets. These streets are used heavily by the community as cut-through streets. Speed limit is 25mph and 15mph across the bridge. Bonaire speed limit is between 25 and 35mph. The only streets owned by the university are Mitchell and a driveway to some equipment.
  12. All traffic control is handled by campus police, even on game days.
  13. There is a desire for standardization of building materials and sustainable low maintenance landscaping. We should also look at waste management systems.
  14. Anticipated projects or projects currently in planning:
    - a. Students vote on two projects April 17th and 18th: Bayou Park – indoor and outdoor pools and amphitheater that will address the bayou near student housing and/or remodel the Natatorium into an event center and spirit team practice area.
    - b. The amphitheater will still be pursued even if the swimming pools do not pass.
    - c. Sandal Hall has been awarded full capital outlay of 13 million to renovate the 80,000 sq.ft. building. It will be a one stop shop for students, including administration, enrollment, registration, comptroller offices etc. Walker Hall currently houses some administration offices that will be moved to Sandal Hall. Those offices will then be occupied by the computing offices.
    - d. The Natural History Museum will be located on the 1st and 2nd floors of Hannah Hall.
    - e. Proposed field house/ locker rooms 12,000 sq. ft. 3.5 million project.
    - f. Metal building behind baseball stadium for storage is to be constructed.
    - g. Construction Lab is to be built behind the Construction Building on McGuire between DeSoto and Claiborne Streets.
    - h. Chemical and Natural Science building will be replacing hoods and lab equipment.
  15. The master plan should not be extremely detailed in building conditions; the university is aware of the condition of their buildings, but we should address current conditions of ADA accessibility and code compliance.
  16. Most likely candidates for demolition:
    - a. Stubbs Hall – Houses social sciences, communications, liberal arts, public radio station and art studios.
    - b. Garrett Hall – L-shaped building by Sandal Hall.
    - c. Caldwell Hall – may have historical value but may not be worth saving only for that reason.
    - d. Razing may not always be the correct option for underutilized ULM real estate. The university can lease, sell or enter a creative PPP.
  17. Street lights are city-operated, but decorative lights on the inside of the sidewalks are university owned.
  18. Walking and bike paths should be considered but there are very few students that currently bike across campus.

- This may be due to the fact that the majority of their student population is commuters.
19. University has space utilization information not included on state board of regents' website.
  20. There is a desire to standardize spare parts for all buildings (e.g. using all same type of light bulbs or door closers, etc.)
  21. Recently, around 200 cameras have been installed in the main academic buildings, but there are currently very few outdoor cameras. They have also recently switched all key systems throughout campus to Best. Keying is now standardized and controlled.
  22. There are no current plans for controlled access parking.
  23. A meeting date for Workshop #2 was confirmed for the days of March 20, 21, and 22, 2012.
  24. Meeting was adjourned at approximately 2:30 p.m.

Respectfully Submitted,

ABW/EDR

# 9.1 MEETING #2

Meeting Notes & Agendas / 2004 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure

## MEETING AGENDA

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #2

**Date of Meeting** 11-12 April 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

### Day 1

**Meeting Time:** 9:00am-5:00pm

#### Morning

- Agree on extent of facilities assessment deliverable
- Identify objectives for and deliverable format of campus design standards
- Identify and agree upon a process for interviewing 5 ULM colleges
  - Select appropriate college representatives
  - Develop criteria for questionnaire for each college

#### Afternoon

- Interview Housing Representative
- Interview Physical Plant Representatives

### Day 2

**Meeting Time:** 9:00am-2:00pm

#### Morning

- Identify and agree upon a process for interviewing Division of Administration / Student Affairs / Athletics / Business Division / Auxiliary Enterprises / Enrollment Management / Foundation / Alumni and Community Relations
  - Select appropriate representatives
  - Develop criteria for questionnaire for each division
- Establish objectives for landscaping and wayfinding with Jeff Carbo (JCLA).

#### Afternoon

- 1:30 p.m. – 2:00 p.m. status report to the Executive Committee

## MEETING MINUTES

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #2

**Date of Meeting** April 11 – 12, 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

In Attendance ULM Facilities Master Plan Steering Committee  
Camile Currier (Assistant VP for Student Affairs)  
Chris Ringo (Associate Physical Plant Director)  
Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)  
Larry Ellerman (Chief of Campus Police)  
Justin Roy (Executive Director of University Planning and Analysis)  
Phil Shaw (Associate Athletic Director)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
Kevin Broussard (ABW)  
Tracy Lea (EDR)  
Shelly Strange (ABW)

**Workshop Number Two, in support of the ULM Facilities Master Plan, was convened on Wednesday, April 11, 2012, at 9:00 a.m. in Room 622 of the University Library. The following represents the minutes:**

### April 11, 2012 - Morning Session

The meeting began with a review of the minutes from workshop #1.

1. Questions from ABW/EDR:
  - a Who will be included in community involvement and what type? Input or presentation? It should be more of an input after a draft plan. This may help develop the priority list. The plan should be transparent to outside groups and to the community.
  - b Are we talking about an open forum presentation? No, probably a selected group. It should be a final or close to final document when presented to general public.
  - c Who will those select people be? This will need to be defined soon.
    - i Jason Roubique- There are 3 corporations with university interests that should be included:
      - (1) ULM foundation- General fundraising- buys properties then leases them to the University until it can be purchased.
      - (2) ULM Athletic Foundation- Athletic fundraising
      - (3) ULM Facilities Inc.- facilitate 3rd party projects- more a development company. Also purchases/ leases properties for university and leases it to them until it can be purchased by the university.
    - ii Scott McDonald- Chairman of ULM Facilities Inc.
    - iii Including board members of these three organizations will hit most of the community businesses.
  - d City government involvement? Monroe is in middle of mayoral election. The university currently does not actively involve city government.



# MEETING #2

e Other Questions not answered:

- i Possibility of Kansas Lane Connector and civic center?
- ii What to do with the natatorium? Will be answered next week.

2. Open Discussion:

- a The university is concentrating more on efficiency and buffering- not at a growth stage of the university. The community college and selective admissions is affecting the number of students.
- b Dr. Bruno feels that maintaining an enrollment similar to the current enrollment will enable the University to successfully operate and improve the quality of ULM's programs.
- c Facilities assessment? Enough to recommend logical locations for departments but doesn't need to identify every piece of equipment- the university already knows what they have.
  - i University has a database that identifies ADA issues and all equipment and priorities. It provides a good look at what they have. It was done in 2005/2006.
  - ii We should use interview process to establish wants and needs then compare it to existing facilities assessment database.
  - iii The University wants a document on how to prioritize and handle addressing ADA issues and requests- policies and procedures. It should contain strategic recommendations and framework for a plan.
  - iv Each building to have-5 or 6 page summary history with date of major renovations sq ft. how it meets ADA and how it lacks. It should contain departments, color coded to colleges in it. This could be linked to website with process of easy updating.- living document
  - v Woodard, Lindsey Wilkerson and Rob Glaze are over the website.
  - vi Overall synopsis of condition of building and systems- ABW/EDR can put together a sample narrative and facilities assessment to verify the level of detail we will be providing.
  - vii Individual residences- trio house, 3601, etc. wants to see master plan recommend moving those on campus.
  - viii We need to know which buildings are in or out of facilities assessment.
- d ADA issues for sidewalks and parking will also need to be identified.

3. Process:

- a The Design Team presented a draft of a proposed questionnaire to be used as a tool for obtaining information necessary to complete the scope of services. The Steering Committee approved the format and will review the content and forward comments to Jason within two weeks. Goal of questionnaire is to get representatives to think about what we are doing before the actual interview.
- b The Steering Committee agreed to appoint one representative from each College and Administrative Department to be the point-person responsible for gathering information about all Schools and Sub-Departments within that College or Department. Because of the size of the College of Arts and Sciences, it will require two point-persons.
- c Attached to these minutes is a preliminary list of representatives proposed by the Steering Committee. This is to be finalized and approved by the Steering Committee and the Executive Committee within one week to facilitate scheduling of the next workshop.
- d Dr. Steve Richters and Dr. Eric Pani should be consulted after interviews of colleges to filter information
- e Some programs are on the way out or are extremely limited. The University is in the process of identifying 12 premier programs.
- f Additional information that needs to be included on questionnaire:
  - i Specify classrooms owned and ones shared and programs that will be changed, added, expanded, downsized or cut.

4. Project Components document was presented to the Steering Committee. The Committee approved the Design Team to proceed using this format.

- a Policy related to space use and efficiency is desired. Example: professor teaching in a classroom next to his office at night even though the rest of the building is not open.
- b Infrastructure assessment- wants to make sure what direction we are going before getting extremely detailed. Gas infrastructure is in good shape and well maintained.
- c Sidewalks, roads, drainage- identify what university owns and what the city owns and maintains.
- d Possibility of relocating schools in different buildings- Synergies among academics that could be improved. Dr Bruno

a wants to have colleges in specific buildings

- i Walker Hall- College of Arts and Science
- ii Health Sciences in Sugar except nursing
- iii Education in Strauss
- iv Student Services in Sandel Hall

b What are other plans that have been discussed already? What improvements/ renovations are planned or currently in progress?

## Break for lunch – Steering Committee Leaves

## April 11, 2012 - Afternoon Session

### In Attendance

### ULM Physical Plant Representatives

Brian Thorn (Director)  
Chris Ringo (Associate Physical Plant Director)  
Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)

### Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Kevin Broussard (ABW)  
Tracy Lea (EDR)  
Shelly Strange (ABW)

1. General Discussion regarding Physical Plant Facilities:

- a 100-110 employees, 45 of them custodial, 10 of them grounds 13-14 employees in the offices but most are in the shops and working on the grounds.
- b They have enough space but could use more dry storage for surplus office furniture, computers, equipment etc.
- c There is a small warehouse at physical plant called property control on the other side it is grounds storage used for fertilizers and other consumables for grounds.
- d 6,000- 8,000 sq. ft. would be the ideal size for dry storage and would need to have 18 wheeler access.
- e Mowers are under a shed at the physical plant compound.
- f Physical plant compound contains a fueling station, sheds, some storage space and also a greenhouse. The fueling station has an underground 10,000 gallon gas storage tank .
- g Some houses owned by university are used for storage
  - i Athletic grounds area is storage
  - ii Talent Search would be better on main campus and out of the house. It has a very high utility bill.
- h Residential maintenance is auxiliary and not included in physical plant services.
- i The university is leaning more toward contracting services rather than hiring full time employees for services like painting, a/c controls etc.
- j The warehouse in the physical plant functions as central receiving area for the university. Most custodial/ consumable supplies stored there before being distributed to other buildings. All packages delivered there to be tagged. This storage space is adequate for its use.
- k The vehicle fleet has plenty of parking spaces. Many are dedicated to departments and parked in different areas of campus that are closer to their departments. The fleet has decreased in size with budget cuts. This has been supplemented with smaller gator/ golf carts.
- l Campus infrastructure:
  - i Controls- EMS in most buildings monitored in maintenance building or a few other places also some can be access through the internet. Building logics is mainly used. Two (2) full time guys that monitor it. Most can be scheduled by Physical plant
  - ii Pharmacy is also controlled by physical plant but scheduled by them.
  - iii Apartments are controlled by residential units or ptacs.

# MEETING #2

- iv Meters were recently installed on all buildings that allow usage to be monitored.
- v The university would like to transfer ownership of electrical utility to Entergy to eliminate the risk of being down until university could get it repaired. Entergy would be able to repair it much more quickly without having to order equipment. The electrical infrastructure would basically be leased from Entergy.
- vi There is a wood landfill behind baseball- mainly wood/ biodegradable items limbs and concrete.
- m Coliseum- designated state shelter has its own emergency generator. There are generators at the library, chemistry and sciences building, sugar hall, walker hall- computing center, student union- for life safety, Malone Stadium- lighting and elevator, public radio in Stubbs Hall, pharmacy 1 for building and 1 for ivarium. Filhiol Hall will eventually have one for the police station. Physical plant has a few generators that are portable and maintained there.
- n There are issues with dumpster access/ logistics, disposal and trash pickup. There are currently no compactors. This department would prefer to have it carted to a central location, compact it and have it picked up by a contracted garbage service. They have contacted local companies but most are not willing to do recycling.
- o There are some sewer problems- storm drainage pipes that are not in good condition on athletic side of campus. A sewer lift station was recently installed in the coliseum. Sometimes the storm water system does not drain fast enough and once swamp fills up there is nowhere for the water to go. Drainage and sewer is still city owned on the entire campus even on Mitchell which is currently a university owned street.
- p Each building is served by its own chiller and boiler for the most part. A few have steam boilers- Sugar hall.
- q The facilities assessment should include roof assessments. The state is not handling roofs anymore so the University is handling all that work now. The team will probably have to do core samples on a few roofs that have not had any work recently to discover their makeup and condition.
- r The grounds maintenance team has a limited amount of employees and needs a plan for landscaping and irrigation that require the least amount of maintenance possible.

## April 12, 2012 - Morning Session

In Attendance ULM Executive Committee  
Dr. Nick Bruno (President)  
Dr. Wayne Brumfield (VP for Student Affairs)  
Dr. Eric Pani (Interim Provost and VP for Academic Affairs)  
Diane Singletary (Chief Business Officer)  
Mr. Robert Staub (Athletic Director)

ULM Facilities Master Plan Steering Committee  
Camile Currier (Assistant VP for Student Affairs)  
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Brian Thorn (Physical Plant Director)  
Greg Smith (Assistant Physical Plant Director)

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Kevin Broussard (ABW)  
Tracy Lea (EDR)  
Shelly Strange (ABW)  
Jeff Carbo (JCLA)  
Mike Lanaux (JCLA)

The meeting began with a review of the minutes from Workshop #2 Day 1.

1. There were discussions regarding community involvement in the master plan.
2. Possibility of Civic Center being located on Campus, the Kansas Lane Connector near campus and the new aquatic center that will be decided next week will affect what we are doing with the master plan.
3. The depth and detail of facilities assessment/evaluation was discussed.
4. Review of existing campus map was held and updates will require changes to the map.
5. A questionnaire draft was developed for staff distribution for before interviews with the colleges.
6. Interview with physical plant representatives was conducted.
7. The interview process will be to identify no more than one or two representatives for each department to glean information and then be interviewed. The Steering Committee has identified some candidates already and the list will be published with the meeting minutes for approval and comments. Interviews should be scheduled in a room in the Library
8. Outline of Components was distributed- It is draft list of a series of overlays to be developed and then applied to each department. Some of this list may get merged/ combined. Item 13 would include the desire to have contiguous areas/ identities for each college. The Design Team was approved to proceed using this as a basis.
9. Community Engagement
  - a. Dr. Pani- A select group of people will get more accomplished.
  - b. Dr. Bruno-What size group?
  - c. Tracy Lea- no more than 20
  - d. Dr. Bruno- plan should be presented after we have a more substantial plan maybe 1/2 to 3/4 way through the process to get community consensus
  - e. Tracy Lea- community stake holders should be identified soon. Steering committee identified 3 campus groups that include community leaders.
    - i. This list will be published for comment with the meeting minutes from Day 1.
10. ADA assessment-
  - a. Dr. Bruno- We should look at the McNeese settlement
  - b. Tracy Lea- There are usually no disputes as long as there is a plan in place and the university accommodates requests.
  - c. Dr. Bruno- The McNeese settlement was very specific about what was required. We should use it as a basis for our evaluation. Jason Roubique will forward contact information to the Design Team.
11. Example of master plan at Xavier was presented- Master plans are usually based on future growth. ULM is looking for direction about how to use your facilities more efficiently.
12. Infrastructure:
  - a. Engineers will focus on the things that are problematic and not the ones that are working well
13. Sending teams for building assessments and scheduling interviews will be the next step in the process about 3 weeks until finals. After that a lot of the faculty will be out.
  - a. Those interviews will be filtered through Dr. Pani and Dr. Richters
  - b. Dr. Richters and Justin Roy will need to be consulted after the interviews about the Board of Regents utilization.
14. This master plan will be formatted as a living document that will be updated.
  - a. It will be important to know what programs will be cut/ increased/ added and how do you want that information to be released.
  - b. Strategic plan will probably be started in the fall of this year.
  - c. The Civic Center and Kansas Lane Connector possibility is not certain so ULM does not want to do anything to prohibit the use of that land.

## Break- Executive Committee Leaves

## Landscaping Meeting

1. General Discussion:
  - a. Emphasize accessibility and signage starting at the interstate and buildings should be easily identified.
  - b. Campus should be more friendly to pedestrian and bike traffic.



# MEETING #2

- c. There is a limited labor force: 10 guys to maintain 300 acres. All plantings should be very low maintenance.
- d. Aesthetics of parking lots are harsh. Ways to soften that up are desired, less asphalt and chain link.
- e. The bayou bisects the campus and it is not taken advantage of. There is a desire to weave the two sides of campus together
- f. Thoughts on parking- where is it needed? Where it is not needed?
  - i. The university has more than ample parking. No parking is more than 10 min walk to center of campus.
  - ii. There are problems with students parking in faculty spaces. Ticket prices are not high enough to discourage this. There have been discussions about closing the campus to vehicular traffic but there are other problems with that. Faculty would not have adequate access.
- g. Jeff Carbo: In public institutions, usually the best thing to do is establish a legacy tree planting program and prioritization of planting beds at the right places.
- h. Businesses across DeSiard are very unattractive. Strategic acquisition of those properties is desired by the university.
- i. All buildings on campus turn their back on the bayou which is large missed opportunity.
  - i. A student bridge across the bayou would be nice to create a sort of boardwalk and gathering space
- j. There is no centralized location for gathering on the campus. If Stubbs Hall is demolished there could be a gathering space developed around the Library, Student Success Center and Student Union.
  - i. Small green spaces around older art deco buildings could be utilized to help those buildings relate and integrate with each other.
  - ii. The area that is proposed for the amphitheater is prime real estate to create a gathering space and address the bayou
- k. All the chain link in the athletic areas: is it still needed? Is it serving its original purpose? Can some of it be eliminated? There is a desire to investigate alternative fence types.
- l. Need to identify an area to focus more in depth investigations/ recommendations.
- m. The University has had a sign company and an architect develop different plans for signage that never received funding. Jason will share these with the design team.
- n. The Alumni Center is not used much in the day but utilized mainly for events. There is talk about building a new alumni center with private funding. The idea would be to move it closer to the president's house and develop a park like space between the two.
- o. The new development of the aquatic center, out for student vote, is not completed and would be possible to do some collaboration to work it into the master plan.
- p. Irrigation assessment is desired. What is irrigated and what needs to be.
  - i. There are some plans for installed irrigation but a lot of it does not.

Next Workshop dates : May 22, 23, 24<sup>th</sup>.

Interviews will be scheduled within those days and the steering and executive committees would meet at the conclusion of those interviews. The week of May 7th is the week of finals. The week of May 14th would be a good time to look at residence halls and academic buildings. May 19th is graduation.

Respectfully Submitted,

ABW/EDR

## ULM Facilities Master Plan

### List of University Representatives

#### College of Arts and Sciences

- Paul Karlowitz- Assistant Dean
- Dr. Matthew James - Visual and Performing Arts

#### Pharmacy

- Mike Moncrief- facilities manager

#### Health Sciences

- Dr. Denny Ryman- Dean

#### Education

- Dr. Sandra Lemoine- Dean

#### Business

- Ron Berry- Dean

#### Athletics

- Phil Shaw

#### Business Affairs

- Diane Singletary

#### Student Affairs

- Camile Currier

#### Academic Affairs

- Dr. Eric Pani

#### Admissions, aux enterprises, housing

- Dr. Steven Richters

# 9.1 MEETING #3

Meeting Notes & Agendas / 2004 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure

## MEETING AGENDA

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #3

**Date of Meeting** 23-24 May 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

### Day 1 – May 23, 2012

**Meeting Time: 9:00 a.m. – 5:00 p.m.**

#### Morning:

- **School/Department Interviews**
  - **College of Arts and Sciences**
    - **Atmospheric Science, Earth Science, Physics**
    - **Biology**
    - **Chemistry**
    - **Communication**

#### Afternoon:

- **School/Department Interviews**
  - **College of Business Administration**
    - **Accounting**
    - **Ag Business**
    - **Computer Science & Computer Information Systems**
    - **Economics and Insurance**

### Day 2 – May 24, 2012

**Meeting Time: 9:00 a.m. – 5:00 p.m.**

#### Morning:

- **School/Department Interviews**
  - **College of Education and Human Development**
    - **Curriculum and Instruction**
    - **Educational Leadership and Counseling**
    - **Kinesiology**
    - **Psychology**

#### Afternoon

**1:00 p.m. – Housing Interview**

**2:00 p.m. – Report to Steering and Executive Committees**

## MEETING MINUTES

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #3-

**Date of Meeting** 23-24 May 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

In Attendance College of Arts and Sciences

Paul Karlowitz (Associate Dean of College of Arts and Science)  
Dr. Sushma Krishnamurthy (Department Head- Biology)  
Richard Thurlkill (Interim Department Head- Chemistry)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)

Shelly Strange (ABW)

Cristina Ungureanu (EDR)

**Workshop Number Three Day 1, in support of the ULM Facilities Master Plan, was convened on Wednesday, May 23, 2012, at 9:00 a.m. in Room 622 of the University Library. The following represents the minutes:**

### Morning Session

The meeting began with explanations of the goals of the master plan.

1. Dr. Krishnamurthy helped to identify what buildings and rooms within them that her department had use of. These were labeled in orange highlighter
  - a Chemistry and Natural Sciences Building will be vacated for a year and temporarily in Sugar
  - b Rooms are usually too small for the classes scheduled in them
  - c The Biology department is split between The Chemistry and Natural Sciences Building (CNSB) and Garrett Hall. There are some offices and shared classrooms in CNSB.
  - d During the next year Sugar will house all faculty currently in CNSB due to the renovations of the HVAC systems and hoods in that building.
  - e Garret Hall is all Biology except 202 and 204 which are shared lecture space. Service labs are in Garrett and classes are scheduled in these constantly.
  - f Biology Classes are also held in classrooms in Strauss, Stubbs, Hemphill Hall and The Construction Building
  - g There is a need for classrooms with capacity of 80 and 160. The smallest classes have between 25-30 students.
  - h Labs hold 24-28 students. This number is above the ideal but not above the maximum for that type of class.
  - i There is a need for a wet lab to store waders and field gear.
  - j The Biology Department also has greenhouses on BonAire
  - k Faculty office size is adequate.
  - l Research lab space is a little small.
2. Growth
  - a There are 295 students in the Biology major currently.
  - b This is expected to grow to 350 within the next 5 years
  - c There are currently 28 students in the MS in Biology program which is also expected to increase to 35.
  - d Faculty is expected to increase to accommodate student growth from 15 faculty to between 20 and 25

# MEETING #3

3. Dr. Krishnamurthy would like to see everyone in the same building.
4. There is also a desire to have a pedestrian crossing at Garrett. Many students cross the street at Garret and the Nursing Buildings to go to Sugar for classes that need the large classroom there. There are no crosswalks in that area.
5. Parking
  - a Parking for faculty in CNSB is behind CNSB and behind The Nursing Building. Garrett faculty park in the two lots by Garrett.
  - b Most faculty lives within a 20-30 mile radius of the campus.
6. Biology has a desire to be near the Chemistry Department, which is currently housed entirely within CNSB.
7. Chemistry currently does not have a degree program but it is expected to increase in size and hopes to have the program back within 3 years. Current faculty will still be adequate with 60 students in a degree program.
8. Mr. Richard Thurlkill helped to identify what buildings and rooms within them that the Chemistry department had use of. These were labeled in green highlighter. CNSB will be renovated over the next year. All Faculty and labs will be moved to Sugar until the completion of the renovations.
  - a Soil and Plant Analysis lab currently in CNSB but is under Auxiliary Enterprises
  - b North East Louisiana Tumor Registry, which tracks trends in tumors, is located on the second floor.
    - i The Registry is under a grant program and possibly leases space.
  - c Chemistry is on 1<sup>st</sup> floor CNSB along with Soils.
  - d The 2nd floor is mainly Chemistry along with North East Louisiana Tumor Registry.
  - e There are 8 Labs that accommodate 24 students each. These are a little cramped due to the size of the benches that are currently in there.
  - f There are 2 smaller labs which accommodate 12each.
  - g There is a greenhouse area on the 3rd floor of the CNSB.
9. Classroom usage- There is a desire for smaller class sizes between 40 -50 students per class rather than 80 to 100 students per class.
10. The University is large classroom poor. There are only a few 200 capacity classrooms- The Nursing Building Auditorium and a classroom in Sugar Hall located on the 3rd floor.

## Break – Dr. Sushma Krishnamurthy and Richard Thurlkill leave

1. Paul Karlowitz helped to identify what buildings and rooms were used by some of the other departments within Arts and Sciences.
2. Atmospheric Science, Earth Science and Physics (AESP) were labeled in pink Highlighter.
  - a The Physics department is entirely on 3<sup>rd</sup> floor of Hanna Hall. There is a large classroom that is shared use.
  - b 1st and 2nd floor are being modified to accommodate The Natural History Museum. The only part of ASEP that has any ties to the museum is Geology and they don't really need to be near it.
3. The Physics department has 50 majors. They are a bit cramped on the 3rd floor and definitely short of space.
4. This program would like to increase course offerings but currently would not have enough faculties to teach additional courses.
5. The ASEP is in the process of getting a grant for a radar. They will need a space similar to the size of a faculty office to house the equipment for it. It will also require someone to run it. Currently faculty would have to take on this task but would prefer a 3rd party to run it.
6. Much of what is in Walker Hall is going to move to Sandel Hall and Most of Arts and Sciences will possibly move to Walker Hall which has more offices than classrooms.
7. Communications were labeled in orangey pink highlighter.
  - a Located mainly in Stubbs Hall
  - b Stubbs 100 seats 180-185 most of the communications classes are held where ever there is availability.
  - c There are a few classrooms and TV studios in Stubbs.
  - d Radio station is on the 2nd floor. Public and student radio stations are collocated
  - e Most of the radio station equipment has gone digital so space for it is adequate but there is not enough office space. The

- a Public radio station is currently part of the communications program.
  - b TV studios are currently not in good condition but much of their equipment has been replaced/ refurbished.
  - c Student publications are on 1st floor. These are under the direction of communications.
  - d 2nd floor of Stubbs has shared classrooms. There are 2 painting classrooms on the 2nd floor
  - e Gerontology and Political Science are also on 1st floor of Stubbs.
  - f The Small Business Incubator is also in Stubbs but is under the direction of the School of Business
1. There are not enough smart classrooms that are equipped with recording equipment.
  2. Communications expects continual growth but budget issues threaten potential enrollment size. The number of faculty will be inadequate to handle the additional students.
  3. Stubbs faculty has more parking than they need.

## Afternoon Session

### In Attendance

### College of Business Administration

Ron Berry (Dean of College of Business Administration)

### Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)

Shelly Strange (ABW)

Cristina Ungureanu (ED)

1. Ron Berry helped to identify what buildings and rooms within them that the College of Business Administration had use of.
  - a The College of Business Administration is housed completely in Hemphill Hall and the Construction Management Building.
  - b Ag Business and Construction Management are housed in The Construction Management Building
  - c Hemphill Hall has a 100- 120 seat auditorium and another classroom that holds about 40.
  - d The 2nd floor had classrooms and an open computer lab room 221.
  - e Accounting, CIS- Business Applications, Computer Science are on the 3rd floor.
  - f Within the college of business, rooms are shared and there are only two designated rooms: labs.- cis and computer science.
2. There are 11 programs offered by the College of Business Administration.
3. The given list by the university is strictly for budget. The College has a different internal structure.
4. Departments have been eliminated and the College of Business is run by programs
5. Faculty members are dedicated to programs
6. Courses are offered in economics and BLaw but they do not have degree programs.
7. Majors are offered in finance, management and aviation. These are all housed on the 1st floor of Hemphill Hall.
8. The Construction management program has- 6 faculty and 1 Ag Business faculty
9. The Small Business Incubator is under the direction of the College of Business Administration and is located in Stubbs on the 2nd floor.
10. Both ULM Business Development center and the State business development center are located in Walker Hall. These are also under the direction of the College of Business Administration.
11. Mr. Berry agreed to complete the program questionnaires for Finance, Management & Aviation, Marketing, and Construction Management.
12. Classroom sizes are generally adequate.
13. There is plenty of faculty parking. The gravel lot should be paved to make it look better.
14. Does not need additional adjacencies with the exception of communications
15. Has no desire to relocate. The college wants ownership of their own building and would prefer not to host other classes.
16. There is a desire for a special room for ag and finance that would have specialized equipment for trade floor simulations with around 5 terminals. This room would probably be about the size of a conference room.
17. A programming lab is desired that would house around 25 computers and it could be shared with CIS.
18. Risk management only has 1 faculty member.

# MEETING #3

19. Accounting and Ag Business are expected to grow.
  - a The 3rd floor has space to accommodate about 6 more faculty members.
  - b Room in the construction management building is also available for faculty offices.
20. Classroom size is adequate with the exception of one room on the second floor of Hemphill. There are already plans to remedy that but are waiting on funds.
21. An addition of 50,000 sq. ft. to accommodate the small business incubator and 2 business development centers is desired.
22. Improved signage for branding the College of Business is desired.

## May 24, 2012 Morning Session

### In Attendance

College of Education and Human Development

Dr. Sandi M. Lemoine (Dean of College of Education and Human Development)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)

Shelly Strange (ABW)

Cristina Ungureanu (EDR)

1. Curriculum and Instruction (CNI) is housed in Strauss, mostly on the second floor.
2. Kinesiology is not in Strauss.
3. This College is currently under reorganization but should be finalized within the next few months.
  - a Educational Leadership, is changing to CNI and ED Leadership
  - b Behavioral Sciences will include Psychology, Counseling and Marriage and Family Therapy. Most will be on the 1st and 3rd floors.
4. There is a media center on the first floor of Strauss. It is joint use space that all departments. Are invited to use.
5. There is a large classroom on the first floor that seats 75-100 but it is not a smart classroom and it needs upgrades. It is a joint use space.
6. There is more faculty in CNI than any other department. They prefer to keep them all on the 2nd floor of Strauss.
7. File storage is an issue.
  - a There is a record retention for certification and the files must be retained with access to them. The rat lab is where they are currently stored but would like to renovate that area.
    - i It is not in good condition and cannot be used for anything more than storage now.
8. The coliseum has to have an academic unit in it for funding and Kinesiology has to have a presence there because it serves that need.
  - a Kinesiology Graduate program is still located in Fant Ewing Coliseum along with the weight training programs.
9. Parking outside library and Strauss is dedicated for faculty and staff use. Students park there causing issues.
  - a It would be good to have a gate and key access.
  - b There are about 40-45 faculty not including staff, grad students etc. A reasonable number to assume for parking needs would be 60-70 faculty and staff and 5 clients.
10. There is a house between Wesley foundation and the University House. The college wants it for possible for marriage and family therapy or child development center but there is no funding for renovating it.
11. 702 Cole Street is currently the child development center. It is still functional for their needs.
12. The College of Education has more interaction with Arts and Sciences than anyone else.
  - a A few interdisciplinary degree programs are offered.
13. There is expected growth of programs and graduate programs
  - a The faculty is not anticipated to grow in the next 2-3 years.
  - b A few undergrad programs are offered completely online.
  - c Largest increase is in graduate programs are mainly due to online course offerings.
  - d Increased space needs aren't anticipated even though the program is expected to grow.

14. Psychology classes are the only class that would need to go outside of Strauss for classroom space due to its large class size, around 200 students per class.
15. Kinesiology is located mostly in Brown Hall except for the Graduate program and the weight training program which is still located in Fant Ewing Coliseum.
16. Currently there is no room for growth and are at capacity and Kinesiology is one of the fastest growing programs on campus.
  - a The Kinesiology department desires and needs the University Planning Offices for classroom, office and lab space.
  - b Offices that are adjacent to Brown Gymnasium are desired for graduate assistant offices.
  - c Classrooms on 2nd floor are shared. Kinesiology has no designated classroom space
17. Brown gymnasium-
  - a Kinesiology needs the use of that space exclusively or another space with controlled access to protect the equipment.
  - b Classes and labs are currently held there but it is currently shared with spirit groups (cheerleaders, danceline) and band groups. They don't always lock the building.
    - i Student activity center doesn't want these groups in their space and there is not really any other space that is sized appropriately for their use.
  - c There are funds for a climbing wall and weight room etc but it cannot be used until it is an exclusive use space. It has to be a gymnasium space.
    - i There is not a large enough space in the Coliseum besides the main gym floor.
  - d The seating would be good to keep for observation of classes.
18. No parking issues for the faculty in these areas or at the Coliseum

19. In three years the Kinesiology department expects a growth of 100 students. For that student growth, faculty growth would be 2-3, requiring more offices. Currently there are 8 faculty positions. 2 faculty have retired this year and 2 have resigned. None of these losses are due to retention issues.
20. Kinesiology classes would utilize a walking trail around the Bayou if one was available. Classes in canoeing, hiking and fishing are desirable for this program.

## Break – Dr. Sandi Lemoine leaves

## 2nd Morning Session

### In Attendance

Division of Auxiliary Enterprises- Residential Life

Kahyon Sciara (Service Supervisor)

Tresea Buckhaults ( Director of Residential Life)

Mike Trevathan (Executive Director of Auxiliary Enterprises)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)

Shelly Strange (ABW)

Cristina Ungureanu (EDR)

1. Residential Life has 5 full time maintenance men not including Kahyon and 3 full time office staff not including an office manager position that is in the budget to fill.
2. The RA count is as follows: 1 RA per floor: 5- Apartments, 7- Madison, 3- Ouachita, 3- Commons I 4- Commons II, 3- Bayou Suites, 6- Masur
3. Housing offices are located in Bayou Commons II. There is one office for RAs to use for production of flyers etc.
4. Housing does not manage Retail Spaces. Auxiliary Enterprises includes: Housing, Bookstore and Food Services
5. Card services –WIDS Warhawk ids services- need to relocate. The retail space it occupies needs to be leases for the revenue.



# MEETING #3

- a These could be moved to the housing offices but there is concern that there is too much traffic and not enough circulation space to accommodate it.
  - b 2 people are currently in WIDS area.
  - c A central location is desirable.
    - i Sandel hall would be a good option.
    - ii Filhol would also be an option of relocation. It could also serve as an overflow storage space for the bookstore..
6. Jana King is the outsourced cleaning service for the residence halls.
- a They occupy a suite in Masur Hall Rooms 118, 120.
  - b Their contract requires about 600 sq.ft of office space which is what the suite serves as.
  - c One room is storage for cleaning supplies; the other is used as a meeting room for them.
7. Auxiliary Enterprises are located in Walker Hall with 4 staff total. It could be moved to Sandel Hall.
8. The bookstore manager is located in the bookstore with 12 staff
9. Food services are contracted out and it is overseen by aux services.
10. Walker Hall houses a copy center. There will also be one in the student union building
11. Graphic Services are in Brown Stadium. It would not be desirable or feasible to move them.
12. Continuing Education just recently moved under Academic Affairs
13. 4401 Peyton is where maintenance staff offices are located.
- a This is not a specialized staff but all the maintenance staff are multi-trade guys. It would not be desirable to combine the physical plant maintenance staff with housing maintenance.
  - b Currently they use the carport of the maintenance house but would prefer a small workshop. The house is in good shape but needs a new roof. Maintenance staff does not require individual offices but do have a meeting room. This is also used as a break room and for the restrooms.
  - c All supplies needed for maintenance for housing are stored at 4401 Peyton. The storage space of the facility stays full.
14. Housing needs more parking spaces behind their building. Extending the road behind Coenen Hall to connect would allow for easier access. There is a huge problem with students parking in faculty/ staff spots.
15. The biggest complaint from students assigned to Masur Hall is about the building's age.
16. It can house 396 students, which is the largest number on campus. In the fall a whole new building could be filled.
17. The fall housing is 99% occupied, spring semester is more like 93- 97% full.
18. There are 24 beds that are out of commission in Masur due to fire marshal issues. That would be a 48 bed increase but they are not the most desirable for students.
19. There is no athletic dorm.
20. Auxiliary services do not manage University House and housing maintenance does not maintain the President's house.
21. Masur is all female. The current population of housing is 60% female and 40% male.
22. Summer Camps-
- a Housing cannot turn down any summer camps.
  - b Extremely tight schedules aren't good for getting the rooms cleaned and maintained.
  - c Summer camps don't move out until the same time that students are moving back in.
  - d Filling Masur with summer camps would alleviate the pressure of the schedule but camps don't want to put kids in exterior corridor halls, which include Masur.
  - e If new housing was built they would fill it with more camps.
  - f The newer buildings get much less attention that the maintenance staff feels that they need due to the camp schedules and feel that this is aging the buildings much more quickly than necessary.
23. Purchasing, Student Billing, Controller and Human Resources are all in Coenen Hall.
24. Parking at Sandel may become an issue once the renovations are done. There will be no retail parking at the new bookstore or for recruitment.

## Break for Lunch

## Afternoon Session

### In Attendance

#### ULM Executive Committee

Dr. Wayne Brumfield (VP for Student Affairs)  
Dr. Eric Pani (Interim Provost and VP for Academic Affairs)  
Gayle Parker (Chief Business Officer- Replacement)

#### ULM Facilities Master Plan Steering Committee

Camile Currier (Assistant VP for Student Affairs)  
Chris Ringo (Associate Physical Plant Director)  
Paul Karlowitz (Associate Dean for College of Arts and Science)  
Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)  
Larry Ellerman (Chief of Campus Police)  
Justin Roy (Executive Director of University Planning and Analysis)

#### Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Kevin Broussard (ABW)  
Tracy Lea (EDR)  
Shelly Strange (ABW)  
Cristina Ungureanu (EDR)

1. The Planning room is planned to be moved into Sandel Hall
2. Field assessments are completed in housing and the architecture team has started doing assessments in academic buildings.
  - a We will begin to compile information back in our offices.
  - b Kevin Broussard has been doing field assessments while the remainder of our team has been having discussions with different department heads.
    - i The purpose of those meetings was to focus on identifying where their faculty offices and dedicated classrooms are located, identify expected areas of growth or decline and identify specific problems with parking and other issues.
    - ii We will synthesize this information and see what patterns we can identify.
3. The deans have been doing a great job of bringing all requested information and had a good idea of what we are trying to accomplish.
4. Reorganizations
  - a The Business department's organizational structure doesn't agree with the chart we were given.
  - b Reorganization of Arts and Sciences is in progress but we will stick with the current organization of that department because it was still very much in flux.
  - c We are proposing to keep the structure that is there even though it will probably change soon.
  - d Education is fairly sure that their reorganization is very close to being finalized and simplified. We propose that we proceed with the new structure.
5. Housing interviews were more focused on their internal structure and organization.
  - a Mike Trevathan did attend the housing interview. We were not prepared to discuss most of his areas and did not send him those surveys. We did discuss the Card id system that is currently in a retail space. Possibilities of its relocation were discussed.
    - i Jason Roubique says that currently there are no plans for the card id services to move to Sandel Hall.
6. The business department had already started to develop ideas about signage and graphics and develop an idea of an area of identity for themselves.
  - a The discussions were all very positive.
  - b We would like to see some of his ideas so we can compare them to/ incorporate them into our plans.
7. We did talk to all of these groups about parking.
  - a There was a common thread that no one seems to feel that there is a lack of parking (not enough) but the lack of



# MEETING #3

enforcement of student parking in faculty areas. We just wanted to bring that to your attention since it seems to be a common experience.

- b Strauss and the Library seem to be the only buildings that compete for parking space for faculty and staff as well as clients that are seen in counseling.
8. The next workshop is currently scheduled for June 20, 21.
    - a Campus orientation is currently scheduled for that time.
    - b There is a schedule for the orientation that Dr Brumfield will send it to Jason so he can compare it to the next departments we wish to interview.
    - c The balance of Arts and Sciences, VAPA( stand alone), all of Health Sciences and all of Pharmacy are who we are tentatively scheduling for our next workshop.
  9. Having one person per department is proving to be a very efficient way to conduct these interviews.
  10. Business Administration- all departments were done in the interview but only had surveys for half of them. We do need to make sure that we get the other half for our records.
  11. If civic center happened it is not expected to happen any time soon unless it get federal funding.
  12. Kansas Lane Connector- This probably will happen. All approvals have been attained but it still has no funding- still in planning. It will not come onto university property but it will come near it.

Respectfully Submitted,

ABW/EDR

# 9.1 MEETING #4

Meeting Notes & Agendas / 2004 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure

## MEETING AGENDA

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #4

**Date of Meeting** 20-21 June 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

### Day 1

**Meeting Time:** 9:00 a.m. – 5:00 p.m.

#### Morning:

- **School/Department Interviews**
  - **College of Arts and Sciences**
    - **Criminal Justice**
    - **English**
    - **Foreign Languages**
    - **Gerontology, Sociology, & Political Science**
    - **History**
    - **Mathematics**

#### Afternoon:

- **School/Department Interviews**
  - **College of Arts and Sciences**
    - **Military Science**
    - **Social Work**
    - **School of Performing Arts**
      - **Division of Art**
      - **Division of Music**
      - **Division of Theater and Dance**

### Day 2 – Thursday, June 21, 2012

**Meeting Time:** 9:00 a.m. – 5:00 p.m.

**Meeting Location:** University Library, Room 622

#### Morning:

- **School/Department Interviews**
  - **College of Health Sciences**
    - **Dental Hygiene**
    - **Health Studies**
    - **Occupational Therapy**
    - **Medical Laboratory Science**
    - **Radiologic Technology**
    - **School of Nursing**

- **Speech Language Pathology**

#### Afternoon

- **School/Department Interviews**
  - **College of Pharmacy**
    - **Basic Pharmaceutical Sciences**
    - **Clinical and Administrative Sciences**
    - **Internal Operations**
    - **Toxicology**

**3:00 p.m. – Report to Steering and Executive Committees**

# MEETING #4

## MEETING MINUTES

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #4- Day 1

**Date of Meeting** 20 June 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

**In Attendance** College of Arts and Sciences  
Paul Karlowitz (Associate Dean of College of Arts and Science)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
Tracy Lea (EDR)  
Shelly Strange (ABW)  
Cristina Ungureanu (EDR)

**Workshop Number Four Day 1, in support of the ULM Facilities Master Plan, was convened on Wednesday, June 20, 2012, at 9:00 a.m. in Room 622 of the University Library. The following represents the minutes:**

### Morning Session

The meeting began with explanations of the goals of the master plan.

1. Criminal Justice-
  - a. There is no other parking needs other than their staff
  - b. 3rd floor Walker Hall- all classes are online. Adjuncts are not assigned campus offices. They are also online.
  - c. Program is anticipated to grow by 20% students and faculty by 2015
  - d. The only relationships with other departments are a few joint grants with social work.
  - e. Existing faculty will be reassigned in the reorganization of the schools.
2. School of English-
  - a. Faculty offices are on third floor of Walker Hall
  - b. Write place, a computer center, is open to the campus. Grad students operate as tutors
  - c. 2 rooms, around 25 student capacity each, operate as composition labs on the 2nd floor.
  - d. More rooms are desired like the composition labs on the 2nd floor
  - e. Class sizes are anticipated to increase with a GA assigned to assist but they have limited large classrooms.
  - f. Almost all classrooms are shared.
  - g. Growth is anticipated in this program but is currently in a decreased enrollment.
3. Foreign Languages
  - a. Completely owns 3rd floor of Brown Hall
  - b. Spanish, Latin, French, sometimes Japanese are taught.
  - c. Brown Hall does not have an elevator. Classes are moved if handicapped students are enrolled.
  - d. 320 is a language lab.
  - e. Foreign languages occasionally use classroom space on 2nd floor.
  - f. All 3rd floor classrooms are multimedia equipped.
  - g. Growth is anticipated in the English as a second language for international students. This is not intended as an outreach to the community.

4. Gerontology- moving to The College of Health Sciences
  - a. Scattered throughout Stubbs.
  - b. There are no dedicated classrooms. Classes are mostly held in Walker, Strauss and the Library.
  - c. Office size varies dramatically.
  - d. Gerontology is expected to double in size.
  - e. This department only has about 7 faculty members, the remainder is adjunct.
5. History
  - a. This department is almost entirely on 2nd floor of Brown Hall
  - b. Classrooms either shared or online. Physical classrooms are either in Brown, Walker or the Library
  - c. Some faculty have left or retired and have not been replaced due to funding.
6. Math
  - a. The math department is located mainly on the 2nd floor of Walker but the offices are scattered.
  - b. 2 Labs are on the 3rd floor of Walker, math resource centers with about 95 computers, and 2 classrooms are dedicated to this department. There are only about 20 degree students- majors.
  - c. Less growth short term is expected with more growth anticipated long term due to a decline in math program offered in the state.
7. Military Sciences
  - a. This program is part of Grambling University. They only have classroom space at Brown Stadium.
8. Social Work
  - a. Located in Stubbs Hall with fragmented office space.
  - b. This program has no dedicated classrooms.
  - c. This program is more interested in moving toward better equipped physical classrooms rather than online courses.
  - d. This program does not have a clinic.
  - e. Stability in size is expected.
  9. Possibilities of change
    - a. Consolidation of Arts and Sciences into Walker Hall is desired. It would need considerable renovations for this to happen.
    - b. The natural history museum was moving into Hanna Hall so the renovations of Sandel could start. That project is delayed because residents of Walker have moved into Hanna temporarily due to the fire. The only renovations that were not delayed due to the fire were the CNSB.

### Afternoon Session

**In Attendance** College of Arts & Sciences  
Dr. Mathew James- ( Associate Dean, School of Visual & Performing Arts)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
Tracy Lea (EDR)  
Shelly Strange (ABW)  
Cristina Ungureanu (EDR)

1. VAPA has largest number of public events on campus. Athletics would be the only other thing that comes close.
2. Art- located in Bry Hall- Bry is 100% art.
  - a. An art gallery is located in Bry 101
  - b. Stubbs Hall- houses art education, a graphic design computer lab and student art studio space on the 2nd floor.
  - c. The Ag Mech Facility is an off campus Sculpture Barn. It is located on Hwy 80 to the East, about 3 to 4 miles away from

# MEETING #4

the University. This building is used for sculpture and for storage of props and other theater storage. This building does not have internet access.

- d. The Theater program has 9 faculty. This is including adjuncts.
- e. On the 2nd floor of Bry Hall, the windows were replaced with non-operational windows. This has created deficiencies in ventilation in the painting labs.
- f. There is a darkroom on the 2nd floor of Bry Hall
- g. If there are no major cuts the program is expected to maintain equilibrium.

### 3. Music

- a. Biedenharn Hall (entire building) and the Band Building acoustics are decent. The Monroe Symphony has used it to practice. Offices have lowered ceiling and the large practice space has a very tall ceiling
- b. If there are no major cuts the program could maintain an equilibrium and possible growth. The facilities could accommodate growth.
- c. No longer offers a masters degree.

### 4. Theater

- a. ULM's Campus has 3 theaters
  - i. Brown Auditorium
  - ii. Spyker Theater
  - iii. Black Box Theater
- b. The program has 1 full time faculty, 1 technical director, and 2 dance faculty. The theater facilities could support a master's program.
- c. 2-3 full plays are produced each year along with a musical.
- d. The theater offices are located in Biedenharn Hall.
- e. Theaters/ Auditoriums- There is currently no good mechanism to rent the theater to outside groups. Larry Estes (Purchasing) would be able to provide list of state facility rules. These rules can be very restrictive when it comes to renting state facilities.
  - i. The university currently allows 2 groups that have cooperative endeavors/ or memorandum of understandings.
    - 1. Twin City Ballet
    - 2. Monroe Symphony orchestra
  - ii. Due to liability reasons, non professional people cannot run the theater. This requires additional unpaid time from the staff during odd hours/ holidays etc.
  - iii. Administrative policies need to be changed/ developed to accommodate outside entities with additional staff.
- f. 2 dance studios are located in Brown gym along with 2 offices. Temporary dance bars are currently used in those studios but permanent dance bars are desired.
- g. There is one classroom that currently houses spirit group storage. This room is desired as a classroom for dance.
- h. Accessibility in Brown theater complex is very cumbersome.
- i. Brown Theater/ Auditorium capacity is around 720. This facility is in need of a renovation that should include a larger lobby, accessible toilets, a new acoustical ceiling and new seating. The costume shop is on 2nd floor of Brown Theater along with the dressing rooms. The dressing rooms are inconvenient to the theaters. A dressing area is usually set up in one of the theaters not in use during a production for this purpose.
- j. The facilities are quite fully used by the academic programs during the school year. There is not a lot of capacity for it to be rented out to other organizations.
- k. Continuing Education sometimes uses the smaller dance studio. There have been problems with unauthorized people that come into this space and cause mischief.

### June 21, 2012 Morning Session

**In Attendance** College of Education and Human Development  
Dr. Denny Ryman (Dean, College of Health Sciences)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)  
Shelly Strange (ABW)  
Cristina Ungureanu (EDR)

1. Caldwell Hall currently houses occupational therapy and dental hygiene but will be moved to Sugar- which will be totally renovated. This project should be going to capital outlay next year and if approved it would be in construction late 2014
  - a. The office of the Dean and Audiology, SLP clinic and offices are on the 1st floor of Sugar Hall- see programming book for other areas
  - b. Nursing- spaces are fine. A few offices are currently open.
  - c. When dental hygiene moves out of Caldwell very little would be left in that building.
2. Speech-language Pathology- Located in Sugar and has a little room to grow.
  - a. Client parking- wants 10 spaces but needs 2-3 spots dedicated for the clinic
  - b. The clinic is located on the first floor and it is accessible for handicapped use.
  - c. Would like larger classrooms for undergraduate classes.
  - d. The tiered classroom 205 in Sugar is not very functional for this discipline.
  - e. Research labs are addressed in programming for Sugar
3. Dental Hygiene- Will be located on 2nd floor Sugar in programming book
  - a. Looks to stay stable in staff and students
4. Radiologic Tech
  - a. In Nursing Building
5. Nursing
  - a. Pedestrian crossing is a problem.
  - b. A small amount of growth is expected.
  - c. A Master of Science in Nursing- degree is expected to be added in the next year and a half but it will be mostly online with no additional classrooms needed.
6. Health Studies
  - a. 100% job placement- This is a very high quality program. Part of it is medical business administration etc. Program growth is expected
  - b. Occupational Therapy is expected to come back in about 6 months

### Break for Lunch

### Afternoon Session

**In Attendance** College of Pharmacy  
Dr. Benny Blaylock (Dean, College of Pharmacy)  
Mike Moncrief- (Facility Manager, Bienville Building)  
Dr. Karen P. Briski (Department Head, Basic Pharmaceutical Services)  
Dr. Charles W. Jastram (Department Head, Clinical and Administrative Sciences)  
Dr. Kevin Baer- (Department Head, Toxicology)  
Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
Tracy Lea (EDR)  
Shelly Strange (ABW)  
Cristina Ungureanu (EDR)

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1. Toxicology is still in Sugar but spread out
  - a. 116- aquatic tox lab 115, 115A, 113, 110, 112A storage
  - b. If sugar is renovated Toxicology department would have to move. There are 2 labs currently in use there and little space is available in Bienville, the Pharmacy building off campus.
  - c. Toxicology works better on campus. It is not part of the Pharmacy curriculum. It is a prerequisite to get into the School of Pharmacy.
  - d. A new program, food safety toxicology is going to be offered soon.
  - e. Sugar Hall currently houses the 4 faculty and 1 staff of toxicology- 2 additional faculty with labs are hoping to be added under food science. These people would also need offices and space for graduate assistants.
  - f. Current classroom space seems to be adequate.
  - g. Currently parking is behind Sugar Hall. The same enforcement issues are present as in other areas of campus.
2. All of the College of Pharmacy with the exception of Toxicology is in Bienville. There are a few clinics in other parts of the state.
  - a. The school of Pharmacy has 380-400 students + grad students
  - b. No online programs are currently offered.
  - c. Could use another care lab- could even be a dry lab with individual spaces for each student- there is space for one right next door to the existing one but not funding to develop it.
3. Clinical-
  - a. Offices are spread out but they are close to their labs or classrooms. Some have practices so they are located on the 1st floor for their convenience
4. Basic Pharmaceutical Science
  - a. Department is located on the 3rd floor of Bienville.
  - b. Offices are connected to their classrooms.
  - c. The department is cautiously optimistic about growth.
  - d. No major complaints.
  - e. The Animal research facility is 2 story 10,000 sq. ft. has 3 animal suites with housing,
  - f. 1 dedicated procedure room. Has high maintenance HVAC system. They are very satisfied with this building.
  - g. There have been plans drawn up for a drug discovery center 1/3 – 1/2 size of Bienville. The plan is for 3 stories connected to Bienville by a large 500-600 auditorium. There are no plans to go ahead with that project at this point.
  - h. An auditorium is highly desired to host conferences and graduations. Fant Ewing Coliseum is currently used for graduations.

## Break for Lunch

## Afternoon Session

**In Attendance** ULM Executive Committee  
Dr. Nick Bruno (President)

ULM Facilities Master Plan Steering Committee  
Camile Currier (Assistant VP for Student Affairs)  
Chris Ringo (Associate Physical Plant Director)  
Paul Karlowitz (Associate Dean for College of Arts and Science)  
Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
Kevin Broussard (ABW)  
Tracy Lea (EDR)

Shelly Strange (ABW)  
Cristina Ungureanu (EDR)

1. Building assessments are ongoing which includes: general conditions, fire alarms, extinguishers, roofs, life safety and accessible issues, obvious code violations, etc.
2. The university would like to get a ballpark estimate for what it would take to completely update the entire campus to current ADA standards
3. The university would like a prioritized list of ADA violations.
4. The ABW/EDR team finished meeting with the academic groups during this workshop.
5. Discussions have been going very well and the faculty has been taking the surveys seriously. The discussions have been very productive.
6. Reorganization of Arts and Sciences and other programs will need to be identified soon.
7. If other programs are moved from Caldwell, it could be used for student publications etc that may come out of Stubbs.
8. If the renovation plans for Sugar Hall are done, Health Sciences will occupy most of the building leaving little room for Toxicology. This would be much less than they currently have. They are anticipating a new program and growth of current programs.
9. The executive committee has asked that we investigate the possibility of moving toxicology to CNSB- Chemistry, Biology and Physics are declining. This may leave enough space including labs for toxicology.
10. VAPA- Would like to have facilities upgrades but the idea of community outreach and connectivity has limitations including: quality of facilities and state laws that restrict rental to 3rd parties, liability, risk management, etc.
11. The Architectural team will have a presentation to faculty and staff during development week- Mid August. They will present the vision, preliminary, to give them an outlet for input.

**Respectfully Submitted,**

**ABW/EDR**



# 9.1 MEETING #5

Meeting Notes & Agendas / 2004 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure

## MEETING AGENDA

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #5

**Date of Meeting** 17-18 July 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

### Day 1: July 17, 2012

Meeting Time: 9:00 a.m. – 5:00 p.m.

#### Morning:

- **Administrative Department Interviews**
  - **Student Affairs**
    - Aquatic Services
    - Counseling Center
    - Student Services
    - Recreational Services
    - Student Health
    - Student Life and Leadership
    - Career Connections and Experiential Education
    - TRIO Programs
  - **Internal Affairs**
    - Budget and Investments
    - Controller
    - Human Resources
    - Purchasing
    - Capital Projects, Facilities and Campus Planning
  - **Enrollment Management**
    - Financial Aid
    - Recruitment/Admissions
    - Registrar
    - Student Success/Retention
    - Testing
    - Computing Center
    - Technology Support
    - Telecommunications
  - **Academic Affairs**
    - Graduate School
    - Library
    - Assessment and Evaluation
    - Course Redesign
    -

#### Afternoon:

- **Administrative Department Interviews**
  - **Auxiliary Enterprises**
    - Bookstore
    - Food Services
    - ID services
    - Graphic Services
    - Campus Mail
    - Soil Lab
    - Copy Center
    - Conference Centers
    - Continuing Education
  - **External Affairs**
    - ULM Foundation
    - Alumni and Community Relations
    - University Planning and Analysis
    - University Police
  - **Executive Administration**
    - President's Office
    - Internal Audit
    - Public Info

### Day 2: July 18, 2012

Meeting Time: 9:00 a.m. – 5:00 p.m.

#### Morning:

- **Administrative Department Interviews**
  - **Athletic Department**
    - Athletics
    - Compliance Services

#### Afternoon:

2:00 p.m. – Report to Steering and Executive Committees

# MEETING #5

## MEETING MINUTES

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #5- Day 1

**Date of Meeting** 19 September 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

**Workshop Number Five Day 1, in support of the ULM Facilities Master Plan, was convened on Wednesday, September 19, 2012, at 9:00 a.m. in Room 622 of the University Library. The following represents the minutes:**

### Morning Session

#### In Attendance Student Affairs

**Dr. Wayne Brumfield (Vice-President for Student Affairs)**  
**Camile Currier (Assistant Vice-President for Student Affairs)**  
**Jason Roubique (Director of Facilities Management and Environmental Health & Safety)**

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
**Tracy Lea (EDR)**  
**Shelly Strange (ABW)**  
**Cristina Ungureanu (EDR)**

1. Student Affairs
  - a. Approximately 50 employees
  - b. All student life is covered under student affairs.
  - c. Enrollment affects this department- 22 salaries are paid out of student fees as well as operating budgets for multiple programs
  - d. Challenged by storage
2. Counseling- located in Student Health and Counseling Center (constructed 2005)
  - a. 6 full time staff
    - Adequate space unless there is a lot of growth
  - b. A few reserved spots are for staff parking
3. Student Health Services- located in Student Health and Counseling Center
  - a. Generator is desired to keep vaccinations refrigerated
  - b. Building is adequate
  - c. No insurance billing is currently done in this office. Lab work would be billed by outside lab. It would be good to add this position to be able to accommodate faculty and staff.
4. Office of Student Services- located on 2<sup>nd</sup> Floor of the Student Center
  - a. 5 full time staff
  - b. Student Life and Leadership- located on 2nd Floor of the Student Center, adjacent to Office of Student Services
  - c. Parking is not adequate
5. Recreational Services- located in the Activities Center
  - a. Building and operational budget is all paid by student fees
  - b. Don't really need adjacencies with other departments but do use some intramural fields
  - c. Plenty of parking
  - d. Building is occupied only by Recreational Services
  - e. A storage facility is desired, It could be out by ball fields and possibly shared with others

6. Career Connections and Experiential Education- located in Library 3rd Floor- Planned to relocate to Sandel
  - a. 2 full time staff
  - b. On and off campus employment, resume writing, job placement etc.
7. Student Union
  - a. SGA Offices and student organizations are housed on the first floor of the Student Union
  - b. Office space is adequate but storage is needed
8. TRIO- located in a house off Bonaire close to physical plant
  - a. Would like to get them back on campus- Planned to relocate to Sandel
  - b. 1 director and 2 counselors
9. Vice-President for Student Affairs- located on the 6th floor of the library
  - a. 2 full time employees+ 2 grad assistants
10. Needs
  - a. Brown gym is only place to have student practice space. There is a need for an indoor practice facility
    - Program for the natatorium that was not approved by student fee was really close to what they need
  - b. Storage facility

#### In Attendance Internal Affairs

**Bill Graves (Chief Business Officer)**  
**Jason Roubique (Director of Facilities Management and Environmental Health & Safety)**

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
**Tracy Lea (EDR)**  
**Shelly Strange (ABW)**  
**Cristina Ungureanu (EDR)**

1. Budget and Investments
  - a. Chief Business Officer located 6th floor library
  - b. 3 full time budget + CBO+ 2 part time
2. Controller- Coenen Hall
  - a. 26 full time positions- 2 computing center programmers housed in controller's space- that is the group that they are supporting it wise
  - b. Ok with parking. Usually use a gravel lot but would like to see it paved. Recently gave up some parking spaces to students
3. Human Resources- Coenen Hall
  - a. Same Director as purchasing
  - b. 7 full time staff
4. Purchasing- Coenen Hall
  - a. 4 full time staff
  - b. Adequate space but not a lot of extra room in Coenen, not anticipating growth
  - c. Groups work closely together and they work well all in one building
  - d. Offsite data backup is in capital outlay to be located at Pharmacy campus. No backup paper system
5. Capital Projects, Facilities and Campus Planning
  - a. Covered in a previous workshop
6. Executive Administration (President's Office, Internal Audit, Public Information)- all in library building
  - a. President's office-
    - 3 full time staff but has 1 spare office for executive assistant but is not filling that position due to budget
  - b. Internal Audit- located on the 5th floor of the library
    - 1 employee
  - c. Public Information

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- 4 full time employees

## In Attendance Enrollment Management

Jennifer Malone (Director of Admissions)

Jason Roubique (Director of Facilities Management and Environmental Health & Safety)

## Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)

Shelly Strange (ABW)

Cristina Ungureanu (EDR)

1. All groups are moving to Sandel
  - a. Parking is going to be a problem
  - b. Moving out of Sandel into the Library now so that Sandel can be renovated
    - Testing center for mock exams needs an interim home- It will not fit in library but it's permanent home will be in Sandel
    - 1 full time staff
2. Financial Aid
  - a. 10 full time staff
3. Recruitment and admissions
  - a. 20 full time + 1 graduate assistant expects stability
  - b. Employs student workers approx 8-10 workspaces for student workers
  - c. The Orientation staff is in same area but also has storage
4. Registrar's Office- records vault in Walker hall is still in use
  - a. Will be located on the 2nd floor of Sandel
5. Student Success Center
  - a. Approx 12-13 full time staff but have a few vacant offices
  - b. Parking is a problem

## In Attendance Computing

Chance Eppinette (Vice-President for Student Affairs)

Jason Roubique (Director of Facilities Management and Environmental Health & Safety)

## Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)

Shelly Strange (ABW)

Cristina Ungureanu (EDR)

1. Computing Center
  - a. 2 staff are located in Coenen to support Controller- it is functional right now learning more how to help the areas they are supporting
  - b. 4 staff outside computing center including the 2 at Controller- 1 in Sandel and 1 in another area in Walker (Strauss now)  
1 full time head with a few graduate assistants on 1st floor of the library- customer service area
  - c. Prefer to have offices over cubicle space for programmers
  - d. 16 full time staff- includes administration, programmers and web
  - e. The computing center is on a generator that only serves their systems.
2. Technology Support
  - a. Field and network technicians
  - b. 9 full time staff- 1 at Bienville (pharmacy) campus

3. Telecommunications
  - a. 6 full time staff
4. Infrastructure
  - a. Walker is fiber backbone for the infrastructure.
  - b. Student success center is base of phone system.
  - c. More redundancies are desired
  - d. Most classrooms and non academic buildings have wireless access. Does need to be upgraded due to the wide use of mobile devices.
5. Department
  - a. Will occupy the majority of the first floor of Walker Hall with the exception of a few classrooms.
  - b. Have been trimming due to the economy and budget cuts but the potential for growth is large due to demand for technology- more online classes, etc. Staff is currently stretched thin.
  - c. Department is involved in energy management and security support for electronic access and surveillance cameras.
  - d. Helps proctor video learning classrooms and distance learning. Also hosts online classrooms.
  - e. Academic areas are having a hard time keeping up with hardware technology to run newer programs etc.
6. LONI- attempt to get away from leasing networks from companies (ATT etc.) The state can self support its own system. Equipment resides in Walker Hall. Arkansas started a similar system. Joined with LONI, on this campus.
7. Needs
  - a. Capital outlay request is in for off campus backup servers to be constructed at Bienville (pharmacy) campus
  - b. In some of older buildings there are not dedicated spaces for network equipment in public spaces. Would like to renovate those conditions to put them behind lock and key.

## Break for Lunch

## Afternoon Session

### In Attendance Academic Affairs

Dr. Eric Pani (Interim Provost and Vice-President for Academic Affairs)

Cindy Robertson (Library)

Don Smith (Library)

Ivona Jukic (Office of Sponsored Programs and Research)

Jeff Hendrix (Recruitment)

Bill McCown (Administration and admissions)

Allison Thompson (Assessment and Evaluation)

Jason Roubique (Director of Facilities Management and Environmental Health & Safety)

### Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)

Shelly Strange (ABW)

Cristina Ungureanu (EDR)

1. Graduate School- Planned to relocate to Sandel
  - a. Multimedia room is desired that could double as a conference room- will have this in Sandel
  - b. Administration and admissions
    - 4 full time staff could use 1 or 2 more but not expecting growth in the next few years
    - Graduate assistant intense. Most of daily activities are run with graduate assistants
    - Did not have a waiting room in Walker - will have this in Sandel
    - There is some need for privacy in dealing with the students and there is a need for a room for electronic admissions and scanning of older documents

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- a. Recruitment – 2 full time staff and 4 grad assistants that share one common office.
  - Would like to add one more person for recruitment but is not in foreseeable future.
  - Also acts as front end admissions for online degrees and 1<sup>st</sup> contact for graduate admissions
- b. Needs records storage
1. Office of Sponsored Programs and Research- Planned to relocate to Sandel
  - a. 2 full time staff + 1 graduate student ultimately will need to be a 5 person office.
  - b. Assist faculty when they write grants and other needs.
  - c. Need presentation space or large meeting space
  - d. Parking will be a problem
  - e. There is a need for file storage. State mandated file retention is lengthy.
2. Library
  - a. 17 full time staff occupying 5 floors- offices are on 1, 2, 4, and 5- Library alone has plenty of space to house 45 staff members. Ideal staff would add 5 more positions.
  - b. Faculty and staff parking is full without addition of extra departments added after the fire.
  - c. 7 classrooms are in use +1 for library and QEP staff. When other departments are moved out of library 1 or 2 more spaces could be used as classrooms
  - d. Classrooms seat 35+ students per with the exception of 1 with 50 seats. All classrooms in the library are smart rooms. Lighting and air handling are an issue because the classrooms were not original to the building
  - e. Special collections and records management (not large) is housed with its own emergency generator.
    - Could use an increase in square footage (addition) to this space.
    - Generator only allows for life safety.
  - f. Fire alarm system- only sounds one floor below and above where alarm is triggered. Building cannot be evacuated quickly. Would prefer it to sound throughout
  - g. Would like to have lighting and heating controls at each classroom.
  - h. Data and power are not in appropriate areas on the first floor to allow for a computing center
3. Assessment and Evaluation- located in Sugar, previously located in the Library, Planned to be located in Sandel but would prefer to be on the 2nd floor of the library
  - a. 2 full time staff
    - Both teach part time as well. They wish to be seen as academic and as staff because they work in both fields. This is why library location is preferred.
  - b. Confidential conversations with staff and students require private offices
  - c. Have 2 to 4 part time student workers- 1 space/ desk
  - d. Some storage space is required.
  - e. Parking has never been a big issue for them.
  - f. Small training sessions are conducted but booking space is not usually an issue.
4. Extended Learning and Quality Enhancement- Planned to be located in Sandel
  - a. 5 staff with the possibility of adding 1 person, currently located on the 1st floor of the library
  - b. Interacts with faculty, runs continuing education programs and is a focal point for online programs (development of courses and degree programs) Department reaches a large part of the community on and off campus.
5. Dr. Pani's Office
  - a. 2 full time staff- needs 3 other people should be a 5 person office with a student assistant. Offices would accommodate all new people with the exception of 1 assistant vice president
  - b. 6th floor of the Library

## In Attendance

### Auxiliary Enterprises

Mike Trevathan- (Executive Director of Auxiliary Enterprises)

Jason Roubique (Director of Facilities Management and Environmental Health & Safety)

### Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)

Shelly Strange (ABW)

Cristina Ungureanu (EDR)

Bookstore- Planned to be located in Sandel

- a. 8 full time staff but can employ up to 32 during peak times
- b. Do have offsite locations, one in Malone Stadium
- c. Will have a smaller footprint in Sandel- desire to get space for a spirit shop somewhere like student union or space by Starbucks
- d. Warhawk I.D. Services desires to move to housing office located in Commons 2
1. Food Services- student union and Schulze Cafeteria and a warming kitchen on 7th floor of library- cater to meetings and events all over campus. Need more dry and refrigeration storage in student union.
  - a. Run by Aramark- 8 admin staff members use 5 offices in student union + 1 office in Schulze.
  - b. Schulze needs a new refrigeration unit. Current one is not operational.
  - c. There are some access issues at the Student Center during late hours.
  - d. Catering manager – Aramark has an office in student union
2. ID Services- would like to move them into the housing suite in commons 2
3. Campus mail- located in the student union on the 1st floor
  - a. Recently merged with copy center
  - b. 2 staff +1 part time
  - c. Want to outsource copy services
4. Copy Center- merged with campus mail.
5. Soil Lab- self supporting auxiliary revenue producer
  - a. 5 person staff, possibility for growth
  - b. Located in CNSB seems to be a good location with the right infrastructure
6. Conference Centers- also includes university house and other rooms in Commons that are operating like a hotel
  - a. 1 full time staff - Lillian brown- needs offices in both buildings.
    - office is on 7th floor of library, super small closet as an office with no air
    - office in the Student Union
7. IWTP- incumbent worker training program- Located on the 2nd floor of the Library- previously an extension of the continuing education program
  - a. 2 full time staff
  - b. Could be somewhere else, possibly Stubbs

## In Attendance

### ULM Foundation, Alumni Relations

Larry Simpson- (Executive Director of the ULM Foundation and Alumni Relations)

Jason Roubique (Director of Facilities Management and Environmental Health & Safety)

### Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)

Shelly Strange (ABW)

Cristina Ungureanu (EDR)

# MEETING #5

ULM Foundation and University Development- located at 3601 Desiard

- a. 3601 Desiard –
    - To be paid off by the foundation in November and they will have the option to sell it to University. Currently the roof is leaking and it is not in the best location.
    - 13 people in that building and 2 more in alumni center. The foundation also utilizes student workers. There is adequate space but it is not configured as they would prefer. The foundation is planned to have offices in Sandel.
  - b. Alumni center-
    - Rented to outside groups.
    - There is a plan to demolish Alumni Center and build a new one that would be planned to accommodate most fundraising groups
    - Desire to build a field house for ski team and develop a park that addresses the bayou between alumni center and president's house.
1. University Planning and Analysis- Justin Roy- located in Brown- reports directly to executive VP
    - a. 2 staff planning to move to Sandel

## June 21, 2012 Morning Session

### In Attendance

Athletic Department  
Bobby Staub (Athletic Director)  
Phil Shaw (Associate Athletic Director)  
Jason Roubique (Director of Facilities Management and Environmental Health & Safety)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
Tracy Lea (EDR)  
Shelly Strange (ABW)  
Cristina Ungureanu (EDR)

1. Ideally would love to have all admin in the same building but each department is in their own facility because they are in charge of facility upkeep.
2. Malone Stadium- houses football and athletic administration
  - a. 30 people
  - b. Offices located on the 1<sup>st</sup> floor, are too small and too few.
  - c. The conference room is used as a multi-purpose room but not really functional for all it is used for.
  - d. Need A/C system upgrades and stadium lighting
  - e. End Zone Project- Construct stadium seating, press box etc. at the end zone
3. Fant Ewing Coliseum
  - a. Houses 20 athletic staff
  - b. Academic offices and classrooms are used by kinesiology
  - c. There is enough space but it is substandard
4. Heard Stadium- Tennis
  - a. 1 tennis coach and 1 graduate assistant
  - b. Adequate space for their needs
  - c. HVAC needs upgrades
  - d. Lighting is inadequate
  - e. Courts need repair
  - f. Fencing needs an upgrade
5. Baseball Stadium
  - a. 4 coaches only have 3 offices no academic work

- b. If IT moves out, staff would have ample space
  - c. HVAC needs repair
  - d. Would like an indoor practice facility for hitting- Jason will provide plan
  - e. The stadium is hard to find and does not have good car access
6. Brown Stadium- Track
    - a. 3 full time 1 part time- All share 1 office
    - b. Track is in poor condition- needs complete overhaul
    - c. Locker rooms are not adequate
    - d. Seating is adequate
  7. Soccer
    - a. 2 full times staff members, currently located in a renovated house with 3 offices and meeting room spaces
    - b. Soccer field needs lighting, restrooms and concessions
  8. Softball
    - a. Facilities are mostly new
    - b. Would like a covered hitting area and bleacher covers
    - c. Fields need lighting
    - d. 2 full time staff and 1 graduate assistant – Located in a metal building on the 2nd floor
  9. Golf – located in a house that is in good shape
    - a. 2 coaches
  10. Athletic booster- located in a house
    - a. 2 ticket sellers
  11. Tailgating area- The Grove
    - a. Would like to add power and water
  12. Parking
    - a. Chain link is unsightly- desires new fencing and more green space
    - b. Signage and way finding is inadequate
  13. Ski team is under activities center not an NCAA sport team

### Break for Lunch

### Afternoon Session

#### In Attendance

ULM Executive Committee  
Bill Graves (Chief Business Officer)  
Dr. Eric Pani ( Interim Provost and Vice-President for Academic Affairs)

ULM Facilities Master Plan Steering Committee  
Camile Currier (Assistant VP for Student Affairs)  
Chris Ringo (Associate Physical Plant Director)  
Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)  
Justin Roy (Executive Director of University Planning and Analysis)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team  
Kevin Broussard (ABW)  
Tracy Lea (EDR)  
Shelly Strange (ABW)  
Cristina Ungureanu (EDR)

1. The design team presented current progress.
2. The Committees would like to have a prioritized list of capital outlay projects and private donation projects



# MEETING #5

1. Any future expansion of the university would be toward Hwy 165
2. Possible Future Projects
  - a. There is a developer that is interested in building a research housing facility that would be assisted living/ nursing home that would partner with Gerontology.
  - b. The new intramural fields in conjunction with the city and convention bureau have ongoing renovations that are anticipated throughout the next few years
  - c. Drug discovery center- in capital outlay request- to be located out on Bienville campus
3. Signage at street off Bonaire to create gateway into athletics is desired/ being discussed- no shoulder on Bonaire street.
4. Stakeholder/ community meetings
  - a. The committees feel that we should be at a point to provide suggestions before having these meetings.
  - b. The first meetings would probably be with the Foundation Board (many are local business leaders) before presenting to a larger group
5. The faculty and staff should be informed before any public our outside groups.
6. Next Workshop will be October 17th and 18th. Should the design team make a faculty/ staff presentation in October?  
Possibly meet with city officials and DOTD.
7. University Avenue is a state road as is the bridge across Northeast Drive

Respectfully Submitted,

ABW/EDR

# 9.1 MEETING #6

Meeting Notes & Agendas / 2004 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure

## MEETING AGENDA

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #6

**Date of Meeting** 14 November 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

Meeting Time: 8:30 a.m. – 12:00 p.m.

### 1<sup>st</sup> Morning Session:

#### • Preliminary analysis and planning ideas presentation to the ULM Facilities Master Plan Steering Committee

- Strauss Hall
- Garrett Hall
- Campus Gateways and Edges
- Legacy Tree Planting
- Traffic Calming
- Bayou Park
- Natatorium
- Legacy Park
- Athletics
- Precedents
- Prototypical Signage

### 2<sup>nd</sup> Morning Session:

#### • Preliminary analysis and planning ideas presentation to the ULM Executive Committee

- Strauss Hall
- Garrett Hall
- Campus Gateways and Edges
- Legacy Tree Planting
- Traffic Calming
- Bayou Park
- Natatorium
- Legacy Park
- Athletics
- Precedents
- Prototypical Signage

## MEETING MINUTES

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #6

**Date of Meeting** 14 November 2012

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

**Workshop Number Six, in support of the ULM Facilities Master Plan, was convened on Wednesday, November 14, 2012, at 8:30 a.m. in Room 622 of the University Library. The following represents the minutes:**

### 1st Morning Session

In Attendance ULM Facilities Master Plan Steering Committee

Dr. Paul Karlowitz (Associate Dean for College of Arts and Science)  
Bruce Walker ( Faculty Senate)  
Larry Ellerman (Chief of Campus Police)  
Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)  
Justin Roy (Executive Director of University Planning and Analysis)  
Camile Currier (Assistant VP for Student Affairs)  
Phil Shaw (Associate Athletic Director)  
Chris Ringo (Associate Physical Plant Director)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)  
Kevin Broussard (ABW)  
Shelly Strange (ABW)  
Jeffrey Carbo (JCLA)  
Mike Lanaux (JCLA)

1. The design team presented their preliminary analysis and planning ideas.
  - a. The eventual demolition of Strauss Hall was suggested as well as connecting other fragmented green spaces into a mall.
    - Stubbs Hall would be demolished either partially or entirely. The occupants of Strauss Hall would be relocated to an addition or new building at the location of Stubbs Hall
    - The removal of Strauss Hall would give a great view of the stadium across the bayou.
    - Questions:
      - (1) What will happen to the parking?
        - Parking would be moved closer to Desiard. A park/ large green space/ quad would be created in the area between the Library and the Student Center.
      - (2) What consideration would be given to foot traffic and sidewalks?
        - It would be addressed in a less literal way. We would try to anticipate and plan the major foot traffic paths.
      - (3) How will the plan be phased in the current economic conditions?
        - Small steps should be taken to reach the ultimate goals.
      - (4) Does the plan have any consideration for possible expansion?- Bruce Walker
        - The design team has considered options but has not developed the plan to that point yet.
  - b. Defined edges of the campus with gateways

# MEETING #6

- Large lawn areas in front of Brown Hall could be enhanced with tree plantings.
  - Demolition of Garrett Hall would create a front yard to the one stop shop for students, Sandel Hall
    - (1) Add way finding and green space
    - (2) Possible place for a water feature
  - Removal of the parking behind Sandel Hall that doesn't really make sense
  - Removal of some parking in front of Hanna Hall and creating an entrance and covered drop off for the Natural History Museum
  - Add 3 crosswalks on University for pedestrian crossing
  - c. Legacy tree planting
    - Long lived trees with tall canopies that you can see under
    - Possible problems with power companies
      - (1) Working with the power companies and being proactive should be effective in keeping the trees from being cut by the power company
      - (2) Underground power lines are desired
        - Emergency preparedness- ice storms
        - Visually more appealing
  - d. Traffic calming
    - Embellished pedestrian crosswalks
      - (1) Stamped asphalt
      - (2) Concrete pavers
    - Should have a definite feel of a major intersection- lets traffic know that they are on campus
  - e. Bayou Park, passive park space
    - Green space and recreational space along the bayou
    - Potential relocation of footbridge for a bayou trail
      - (1) existing one is narrow and the location doesn't really make sense anymore
    - Landform amphitheater- terraces
    - Network of boardwalks that touch the water's edge- reconnecting people of the bayou's edge
    - Boathouse- rental place for canoes etc., possible place for small cafe
  - f. Natatorium repurposed to house student groups that currently use Brown Gym. The pool could be relocated at student activity center
  - g. Legacy Park, passive park space
    - Would have a walking trail with historical building references located along it.
      - (1) Questions:
        - That space is currently used for open tailgating. Where will that happen now?- Phil Shaw
          - (i) Could be used as a pre-game area without vehicular access.
        - There is a lot of erosion along the bank from the wave action produced by the ski-team practices.
          - (i) Continuation of the gabion system that was employed in front of the president's house would be effective and visually appealing.
      - Plant the opposite bank of the bayou with trees to screen the unpleasant view
      - Possible new boathouse for the ski-team
- h. Athletics
  - Baseball stadium is kind of buried behind the football stadium and track.
    - (1) Improve access
    - (2) Track is in the worst condition of all the athletic facilities
      - If it is going to be rebuilt anyway reorienting it would help relieve the segregation of the baseball stadium
  - Parking in front of the football stadium
    - (1) Create relief of all that asphalt
      - Shaded parking with tree plantings
      - Parking is also used for the Activity Center but it is largely unoccupied most of the time
    - (2) Flexible green lawn space with parking on either side but not a drive thru right in front of the stadium- would become a plaza space

- Allows direct pedestrian access to the stadium with more tailgating space
  - (1) Create light and signage standards
- a. Precedents
  - Images were shown that illustrate the ideas discussed.
- b. Prototypical signage- using tan bronze and university colors as accents
  - Continuity from every aspect of signage
    - (1) Organization
    - (2) placement
  - Monument signs- horizontal and vertical versions
    - (1) Very durable and easily edited
  - Campus maps with legend- You are Here
  - Gateway signage- brick base with lit tower element
    - (1) Possible flagpole locations
  - Offsite signage to direct traffic to the university in the same style/ standards
- 1. The Design Team was approved by the Committee to proceed, incorporating revisions and clarifications as noted in these minutes.

## Break- The Steering committee leaves

## 2nd Morning Session

### In Attendance

### ULM Executive Committee

Dr. Stephen Richters (Executive Vice-President)  
 Bill Graves (Chief Business Officer)  
 Dr. Eric Pani ( Interim Provost and Vice-President for Academic Affairs)  
 Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)

### Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Kevin Broussard (ABW)  
 Tracy Lea (EDR)  
 Shelly Strange (ABW)  
 Jeffrey Carbo (JCLA)  
 Mike Lanaux (JCLA)

1. The design team presented their preliminary analysis and planning ideas.
  - a. Strauss Hall and mall
    - Incremental implementation
  - b. Take ownership of the streets adjacent and through the campus
    - Large lawn areas in front of Brown Hall could be enhanced with tree plantings
    - Legacy tree plantings along the major streets could create a feel of identity
      - (1) The trees could make vehicular traffic realize they were on campus.
    - Signage
  - c. Demolition of Garrett Hall
    - Would create a lawn area for Sandel
    - Emphasize foot traffic patterns that currently exist between Sandel and Walker
    - Extensive way finding- Foyer of the campus
  - d. Crosswalks
    - 3 across University similar to the ones on Northeast Dr.
  - e. Gateways
  - f. Traffic calming

# MEETING #6

- Embellished pedestrian crosswalks
    - (1) Stamped asphalt
    - (2) Concrete pavers
  - g. Preserving green space behind the student housing as recreational space
    - Passive open green space
    - Extensively engage people with the water's edge
      - (1) Boardwalk
      - (2) Walking trail
      - (3) Amphitheater sloped lawn terraces (earth formed) with level area with the bayou as a backdrop
      - (4) Boathouse structure- rent canoes/ kayaks small food service destination
  - h. Natatorium repurposed and swimming moved to Student Activities Center
  - i. Legacy Park
    - Walking path that incorporated an homage to campus building history
    - Boat house to service ski team
    - Plant opposite bayou edge with native trees to shield the unsightly retail area across the bayou
    - Gabion rock baskets to dissipate wave action from ski team practice- stabilize erosion
  - j. Athletics
    - Baseball stadium is buried behind football stadium and track
      - (1) Reorient the track when a new track is constructed
    - Improve presentation of the stadium
      - (1) Reorganize the parking
  - k. Signage- using tan bronze and university colors as accents
    - Monument signs- brick base with durable metal signage
    - Campus maps- you are here
    - Other directional sign
    - Gateway signage with brick base and light tower
    - Transit directional signage located off campus that would be consistent with the on campus signage
  - l. Discussion
    - Biology lab relocation out of Garrett will be difficult. Wet labs could be added on the top floor of Sugar
    - Dr. Richters and Dr. Pani like the concept of the mall with the view across the bayou
    - Having a classroom building with larger classrooms and wet labs is desirable. It could be by the bayou in the area of Wesley House and could further develop the quad idea. Radio tower is unsightly- would like to see it moved to the physical plant
    - Moving parking more to the outside of campus is desirable. It would make the campus more of a destination.
    - Consider/ identify new dorm locations- add 700 potential beds.
    - Student population between 7-7500 on campus
    - Current campus lighting is deficient- lighting standards will be developed
    - Dr. Richters requested clarification of proposed improvements to the gravel parking areas west of University
  - m. Potential Project- International House- 2 story 4-5,000 sq ft- temporary housing/ student center for international students- located next to Hemphill Hall
2. The Design Team was approved by the Committee to proceed, incorporating revisions and clarifications as noted in these minutes.

Next meeting with Steering Committee will be scheduled for January 2013.

Respectfully Submitted,

ABW/EDR

# 9.1 MEETING #7

Meeting Notes & Agendas / 2004 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure

## MEETING AGENDA

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #7

**Date of Meeting** 6 February 2013

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

**Meeting Time:** 9:00 a.m. – 12:00 p.m.

### 1<sup>st</sup> Morning Session:

- **ULM Facilities Master Plan Steering Committee review of preliminary master plan documents.**

### 2<sup>nd</sup> Morning Session:

- **Committee review of preliminary master plan documents.**

## MEETING MINUTES

University of Louisiana, Monroe  
Facilities Master Plan  
Workshop #7

**Date of Meeting** 6 February 2013

**Location of Meeting** University Library, Room 622  
University of Louisiana  
Monroe, LA

**Workshop Number Seven, in support of the ULM Facilities Master Plan, was convened on Wednesday, February 6, 2013, at 9:00 a.m. in Room 622 of the University Library. The following represents the minutes:**

**Morning Session:** 6 February 2013

In Attendance ULM Facilities Master Plan Steering Committee

Dr. Paul Karlowitz (Academic Affairs)  
Camile Currier (Assistant VP for Student Affairs)  
Chris Ringo (Associate Physical Plant Director)  
Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)  
Phil Shaw (Associate Athletic Director)  
Bruce Walker ( Faculty Senate)

Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)  
Cristina Ungureanu  
Kevin Broussard (ABW)  
Shelly Strange (ABW)  
Jeffrey Carbo (JCLA)  
Mike Lanau (JCLA)

1. The university wants us to recommend a procedure for updating the master plan.
2. The city has started the process to select a site for the Civic Center. The City has hired M3A Architecture as their consultant. The owner of M3A, William McElroy, is originally from Monroe.
  - a. The city thinks they need about 50 acres for the civic center and parking- would be a full service hotel/convention center.
3. Plans for Walker Hall are not complete, but Jason will provide a copy of the schematic when available. The goal will be to make Walker Hall more academic and less office space. Arts and Sciences is planned to go back into Walker. Some programs will move from Stubbs- communications.
4. Intervention Zones were presented and discussed.
  - a. Strauss could be demolished but it could still work planning wise.
  - b. Locations to build a new building on campus locations were identified.
  - c. There are concerns with removing parking from around the Library
    - Outside groups use the conference center on the 7<sup>th</sup> floor.
  - d. Originally, Commons 3, a 200 bed dorm, was planned to be constructed with the other Commons dorms.
5. Potential locations for the Civic Center were discussed- The University would like it to function similarly to the Cajun Dome.
  - a. The area north of Hemphill seems like a good candidate, but it is more probable that it would be located about 2 miles away, close to the airport.
  - b. If a new civic center is constructed, there would still need to be a practice space on campus. The new facility could be used as volleyball home court. The new facility could also be used for other group practice space.



# MEETING #7

1. Site strategies were presented.
  - a. Signage
    - Jason will send university standards of font and colors etc. to the design team.
      - (1) Woodard Clark in media relations also has that information.

## 2<sup>nd</sup> Morning Session

### In Attendance

#### ULM Executive Committee

Dr. Bruno (President)  
Bobby Staub (Athletic Director)  
Jason Roubique (Dir. Facilities Management & Environmental Health and Safety)  
Dr. Eric Pani ( Interim Provost and Vice-President for Academic Affairs)  
Dr. Stephen Richters (Executive Vice-President)  
Bill Graves (Chief Business Officer)

#### Ashe Broussard Weinzettle Architects (ABW)/Eskew+Dumez+Ripple (EDR) Team

Tracy Lea (EDR)  
Cristina Ungureanu  
Kevin Broussard (ABW)  
Shelly Strange (ABW)  
Jeffrey Carbo (JCLA)  
Mike Lanau (JCLA)

1. The possible Civic Center was discussed.
  - a. Planning discussions call for a 14,000 seat arena with a full service hotel and convention center along with an arena.
  - b. The university would like the location to be at or near the University. An on campus location is unlikely due to the fact that it does not have the acreage that the city would need for this project. If city and the University could share facilities already existing on campus, they may not need as much land as they were initially thinking.
    - Fant Ewing could be renovated as a conference center if a new arena was built on campus.
    - Existing parking could be utilized.
  - c. The master plan will not address a new Civic Center.
    - Plans that would be affected by the Civic Center would be added as an addendum to the Master Plan.
2. Peer Institutions- Dr. Bruno mentioned Georgia Southern and Southeastern University
  - a. Some of the programs offered by ULM are unique and will have different requirements compared to schools without those programs
  - b. Dr. Bruno mentioned Georgia Southern University and Southeastern University.
3. Provisions for parking immediately outside of the Library is required, but we need to give some thought to phasing over time to avoid short time issues that may make the university abandon the big picture of pushing parking to the perimeter of the campus.
4. Legacy Park will be renamed to Alumni Park

Respectfully Submitted,

ABW/EDR

# 9.2 2003 STRATEGIC PLAN

Meeting Notes & Agendas / 2004 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure



## The University of Louisiana at Monroe

### University Strategic Plan - LEVEL I

April 21, 2004

#### INTRODUCTION

##### Background

As The University of Louisiana at Monroe (ULM) nears its 75<sup>th</sup> anniversary, the academic community, students, alumni, and other key constituencies in the ULM family find themselves at an exciting moment. Both for those who are new to the University and for those whose professional lives at the institution go back many decades, the current leadership and energy have sparked a rebirth of the old spirit of pride and a sense of expectation that extends into the external community and the alumni family. Together with many other University initiatives, the ULM Strategic Planning process typifies this pride.

President James E. Cofer initiated the strategic planning process in April 2003 with a two-day strategic planning seminar, which was facilitated by a national strategic planning expert. Afterward, and in consultation with the college Deans and the Vice-President for Academic Affairs, the President appointed a Steering Committee to lead the fourteen task forces that were planned. Two ULM students were also named to the Steering Committee itself. In the days following these appointments, total membership on the strategic planning task forces grew to more than 125 members. Each task force then received its charge in successive meetings with the President and the outside facilitator, and the process was underway.

Now, twelve months later with the completion of the Level One Strategic Plan, the University has a primary guide for the next five years. This plan will provide direction for many institution initiatives, the allocation of resources, and University assessment.

The plan itself is not the end result. Under the leadership of President Cofer, The University of Louisiana at Monroe has formalized a broad, inclusive, public process that is to be ongoing, comprehensive, and dynamic. ULM now possesses a participatory planning process that will connect decision-making on every level to a larger plan. This process will be repeated in five-year increments, thus ensuring a consistent pattern of involvement in University planning.

##### Challenges

In the data gathering and analysis stages, several key challenges to the University's progress and success became evident. These included the lack of a consistent, positive image; an uneven integration and involvement of the academic and staff units at the university; and inconsistent expectations. The Steering Committee felt it necessary to acknowledge these difficulties very quickly and to present the challenges as opportunities that will spark action. In fact, many of the strategic initiatives are intended to meet these challenges. The Steering Committee found that ULM must continue to develop the following:

- ◆ A strong, positive, widespread University image.
- ◆ Involvement and interaction of the internal and external constituencies of the University.
- ◆ A consistent set of values.
- ◆ A clear role within the service region.
- ◆ Accountability of all University units.
- ◆ Financial support from supporters, alumni, and the community.
- ◆ Expectations that match University identity and goals.

##### Comparative Advantages

On the positive side, the data analysis also identified a number of distinct advantages that ULM possesses:

- ◆ Faculty provides exceptionally high quality instruction.
- ◆ Low student/faculty ratio allows individualized instruction.
- ◆ Location in a reasonably safe, moderate-sized urban location presents students with opportunities for employment, cultural activities, and social life. It also presents the University with opportunities for business and corporate ties, internships, and other forms of mutual support.
- ◆ Recognized areas of program excellence and distinction that include, but are not limited to, allied health sciences, teacher education, and gerontology.
- ◆ Administrative philosophy of leadership, student engagement, and sound management.

# 2003 STRATEGIC PLAN

## Constituencies

Many distinct groups comprise the University's family, and each group plays a crucial role.

**Students** are the focus of the University and include part-time, full-time, traditional, and nontraditional types. We consider both prospective and current students essential constituencies. The ULM student body is diverse, being composed of the different genders, as well as people of different race, ethnic background, and nationality.

**Faculty** forge the University's intellectual identity. Their talent, knowledge, and expertise offer successive generations of students the opportunity to succeed academically and the challenge to grow in personal and social ways.

**Staff** provide and maintain the institution's vitality in terms of its processes and its service to the students, faculty, and community.

**Alumni** provide the continuity and connections between successive generations of ULM graduates as they create a strong presence in the larger community.

**Community** members have a significant stake in the institution given the University's economic impact upon the region's well-being. ULM's growth and welfare have a profound significance for the service region, not only for economic reasons but also for the cultural, academic, and intellectual development the University makes possible.

**Supporters** are those who may live near or far but who have an attachment to the institution and a sense of its mission. They may benefit from the University directly, or they may sense the importance of the institution to the larger community. Supporters use ULM's facilities, attend its events, and follow its programs.

**Employers** can meet their hiring needs because the University provides a renewable source of qualified, educated professionals for the workplace.

## VISION STATEMENT

Within the decade, The University of Louisiana at Monroe will be recognized as a preeminent student-centered university with learning as its primary goal.

## THE UNIVERSITY OF LOUISIANA AT MONROE

### MISSION STATEMENT

The University of Louisiana at Monroe (ULM) is a selective admissions, comprehensive senior institution of higher education. It offers high quality academic and professional programs to meet the intellectual, cultural, vocational, social, and personal needs of its students. The University offers both traditional and innovative graduate and undergraduate programs in the Colleges of Arts and Sciences, Business Administration, Education and Human Development, and Health Sciences.

ULM's mission is to serve its students and community through teaching, research, and service. On a dynamic and diverse campus that is technologically modern and conducive to learning, students are nurtured and encouraged to broaden their values, intellect, interests, talents, and abilities to become thoughtful and productive citizens. ULM also recognizes its responsibility as a community leader and is committed to improving the general quality of life through pure and applied research, clinics, teacher education, and partnerships. A major center for the health sciences, the University provides the public with valuable healthcare resources. Recreational opportunities are offered through intramural and intercollegiate athletic programs.

Learning is ULM's main focus. Faculty and staff are committed to offering a complete educational experience. ULM's goal is to produce graduates who will be successful in their chosen fields by promoting excellence in education and stressing social responsibility and individual accountability.

The University serves its students and the community by sponsoring quality research programs and creative activities that promote learning and improve the quality of life. This research includes, but is not limited to, public and scholarly presentations and publications on every level. Such activities give the University a competitive advantage, and each academic department is challenged to be actively engaged in research. Extramural funding and grant writing are valuable kinds of scholarly activity, and ULM supports faculty efforts in securing such research funds.

ULM also serves the community by sharing its expertise and facilities with the public. The region's quality of life is improved through University partnerships and internships with other academic institutions and with both public and private entities. Through its physical and academic resources, ULM serves as a cultural center to promote the area's unique arts, archaeology, history, folk life, and natural sciences.

# 2003 STRATEGIC PLAN

## CORE VALUES

### Excellence

Excellence reflects personal expectations and regional, national, and global standards. It is pursued through diligent individual and collective efforts and is achieved by setting the highest goals possible for each individual and not resting until those goals are attained.

### Scholarship

Scholarship includes original research, the development of new interpretations, applying knowledge to solve problems, and the sharing of knowledge through teaching. We believe scholarship defines a university's intellectual climate and culture. Students and faculty are encouraged to follow ULM's motto, "Seek the Truth," through scholarly activities.

### Diversity

Diversity in academic programs, traditions, experiences, perspectives, opinions, ethnicity, and culture enriches and unifies a university. We celebrate uniqueness in our students, faculty, and staff because diversity expands the opportunity for learning.

### Responsibility

Responsibility includes acting morally and ethically, as well as being accountable for one's actions. Students, faculty, and staff have a duty to act with these standards in mind. We also recognize our duty to be thoughtful stewards of those resources entrusted to us.

## STRATEGIC THEMES

### I. Centering on Students

### II. Developing an Academic Core

### III. Cultivating Climate and Culture

### IV. Extending External Relationships

### V. Building the Campus Physical Environment

#### I. CENTERING ON STUDENTS

The University of Louisiana at Monroe's primary focus is its students. ULM's students, faculty, and staff constitute a team in which students take primary responsibility for their success, assisted by faculty and staff, and facilitated by a stimulating university environment. The University strives in every way to nurture its students, encouraging them to broaden their values, intellect, interests, talents, and abilities to become thoughtful and productive citizens.

To achieve its strategic vision of being a student-focused university, ULM will:

**Goal I.1:** Create opportunities featuring varied aspects of campus life, community involvement, and leadership.

Objectives:

**Objective I.1.1:** Establish cultural, intellectual, and recreational opportunities for all ULM students, so they can participate in a full range of extra-curricular educational activities and in social campus organizations and associations.

**Objective I.1.2:** Improve student participation and access to community involvement experiences.

**Objective I.1.3:** Advance opportunities for students to gain experience in leadership positions.

**Goal I.2:** Develop opportunities for lifelong learning fostered through vital interactions between students, faculty, staff, and community.

Objectives:

**Objective I.2.1:** Enhance established programs of academic excellence.

# 2003 STRATEGIC PLAN

**Objective I.2.2:** Develop progressive programs that lend distinctiveness to the University.

**Objective I.2.3:** Provide innovative educational opportunities for students of all ages and backgrounds. These students include those adult learners who need alternative time schedules and those who are considering career changes, while all are encouraged to enjoy the experience of life-long learning.

**Goal I.3:** Offer diverse experiences which encourage the sharing and appreciation of different cultures, heritages, thoughts, and points of view.

Objectives:

**Objective I.3.1:** Broaden the scope of events which expose students to new and diverse perspectives.

**Objective I.3.2:** Review and update on a continual basis policies and procedures that affect the quality and diversity of student life.

**Objective I.3.3:** Develop a vibrant entity in the University which fosters appreciation and respect for the region's unique art, culture, literature, history, archaeology, folk life, and natural sciences.

**Goal I.4:** Develop efficient, productive student services.

Objectives:

**Objective I.4.1:** Provide comprehensive and convenient campus services for students, faculty, and staff.

**Objective I.4.2:** Develop a technology plan that assures modernity and efficiency within all facilities and services.

## II. DEVELOPING AN ACADEMIC CORE

Consistent with its University status and according to its collegiate responsibilities, ULM will provide its students, faculty, and staff with an excellent academic environment. This level of excellence will be established and maintained by ensuring scholarship through worthy programs. These programs include the traditional liberal education pursuits and applications in the professional curricula.

To achieve its strategic vision of being a student-focused, learning-centered university, ULM will:

**Goal II.1:** Establish and maintain an academic identity.

Objectives:

**Objective II.1.1:** Identify, develop, and maintain traditional and progressive curricula.

These curricula will emphasize teaching, research, and service and will exploit the University's existing strengths, geographical advantages, and distinctiveness. The phrase "traditional programs" refers to curricula heretofore considered as centers of excellence at ULM, programs such as teacher education, health science programs, atmospheric science programs, gerontology, and insurance. The curricula to which the term "progressive curricula" apply are developing.

**Objective II.1.2:** Discover and communicate knowledge effectively through a balance of internal and external scholarship elements. These include:

- a. Internal: research, integration, application, and teaching.
- b. External: service and internships.
- c. Promote cutting edge interdisciplinary programs and partnerships with community, local, and state liaisons.

**Objective II.1.3:** Develop and maintain programs designed to provide educational opportunities.

**Objective II.1.4:** Develop and maintain dynamic relationships with other academic institutions which can further ULM's goals.

**Objective II.1.5:** Procure, develop, and maintain contemporary technological vehicles for knowledge acquisition and dissemination.



# 2003 STRATEGIC PLAN

**Goal II.2:** Maintain and further enhance academic quality.

Objectives:

**Objective II.2.1:** Balance programs against financial resources.

**Objective II.2.2:** Challenge each department to increase scholarly productivity.

**Objective II.2.3:** Increase accountability for faculty, students, staff, and administrators.

**Objective II.2.4:** Elevate performance expectations for faculty and students.

**Objective II.2.5:** Pursue scholastic diversification.

## III. CULTIVATING CLIMATE AND CULTURE

**Goal III.1:** Develop a commitment to excellence within all elements of the University.

Objectives:

**Objective III.1.1:** Elevate the level of expectation in everyone's performance.

**Objective III.1.2:** Identify the needs of and provide professional development for faculty and staff.

**Objective III.1.3:** Develop and employ incentive and recognition initiatives.

**Objective III.1.4:** Pursue diversification of faculty, staff, and students.

**Goal III.2:** Develop a sense that the University is the mutual responsibility of the students, faculty, staff, alumni, and community.

Objectives:

**Objective III.2.1:** Promote shared governance.

**Objective III.2.2:** Decentralize and broaden participation in all University planning processes.

**Objective III.2.3:** Educate all constituents about their roles as ULM's partners.

**Objective III.2.4:** Involve students, faculty, staff, and alumni with the community and provide opportunities for the community to be involved with the University.

**Goal III.3:** Develop an effective and efficient University organization.

Objectives:

**Objective III.3.1:** Develop a more effective campus-wide communications system.

**Objective III.3.2:** Maintain and communicate a clear and consistent organizational chart.

**Objective III.3.3:** Develop consistent and strong leadership throughout the University.

# 2003 STRATEGIC PLAN

**Objective III.3.4:** Continue activities that cultivate an atmosphere of mutual trust and openness.

**Objective III.3.5:** Streamline services through the utilization of technology and best practices.

**Objective III.3.6:** Develop a comprehensive, consistent set of policies and procedures for the University's operations.

## IV. EXTENDING EXTERNAL RELATIONSHIPS

The University of Louisiana at Monroe is committed to the community and the entire region in which it is located. Its students, faculty, administration, and staff are active participants in the community through many avenues. ULM promotes its involvement in the community and encourages the community to become more involved with the University. The institution must maintain and expand relationships with all of its constituents, from the "Twin Cities," throughout northeast Louisiana, and beyond.

ULM must integrate completely with the people of Monroe, West Monroe, and northeast Louisiana so that all people in proximity to ULM take ownership of the University with the attendant loyalty, pride, and commitment of resources.

To achieve its vision of being an externally focused university, ULM will:

**Goal IV.1:** Meet the needs of businesses and industries by increasing the number and quality of community partnerships.

Objectives:

**Objective IV.1.1:** Strengthen partnerships with area/regional businesses and industries.

**Objective IV.1.2:** Prioritize the University's role as the region's intellectual, cultural, social, and economic center.

**Objective IV.1.3:** Enhance relationships with other academic institutions.

**Goal IV.2:** Cultivate opportunities for the University's alumni and friends to further ULM's mission by giving of their time, talents, and treasure.

Objectives:

**Objective IV.2.1:** Develop a plan to engage the large number of nearby alumni in the University's life on a consistent basis.

**Objective IV.2.2:** Create and implement a plan to enlarge the University's annual fund and endowments.

**Objective IV.2.3:** Steward ULM's political support.

# 2003 STRATEGIC PLAN

**Goal IV.3:** Assert a clear and consistent identity for the University.

Objectives:

**Objective IV.3.1:** Communicate more effectively with internal and external audiences.

**Objective IV.3.2:** Develop and implement a marketing plan for the University.

**Objective IV.3.3:** Develop and implement a marketing plan for Athletics.

**Objective IV.3.4:** Increase the number and variety of campus events that bring the community and University together.

## V. BUILDING THE CAMPUS PHYSICAL ENVIRONMENT

Attractive, well-equipped, and well-maintained buildings and recreational spaces that are sufficient in size and number are prerequisite to the success of ULM's recruitment and retention efforts. As the primary venue for learning, discovery, and living, the campus physical environment significantly affects the University's academic, cultural, and social life. These facilities, furthermore, contribute greatly to the institution's external and internal image, as well as the *esprit* that unites the members of the immediate University family.

To provide a superior quality environment, the University will:

**Goal V.1:** Develop, implement, and maintain a campus facilities plan.

Objectives:

**Objective V.1.1:** Complete a facilities utilization study that will determine the adequacy of University space and address safety, accessibility, and security.

**Objective V.1.2:** Identify opportunities for improvement in and enhancement of campus growth, including construction, renovation, and pedestrian and vehicular traffic flow.

**Objective V.1.3:** Identify and exploit unique facilities and cultural resources.

**Goal V.2:** Develop, implement, and maintain a comprehensive maintenance program.

Objectives:

**Objective V.2.1:** Expand and improve the system of maintenance reporting, response, and assessment.

**Objective V.2.2:** Establish a proactive approach to identifying and addressing weaknesses to minimize major maintenance problems.

# 2003 STRATEGIC PLAN

**Goal V.3:** Formulate a University-wide technology plan.

Objectives:

**Objective V.3.1:** Create an organizational structure that will effectively address the technological needs of all University divisions.

**Objective V.3.2:** Identify best practices that can be adopted as benchmarks for technology infrastructure, equipment, and software.

**Objective V.3.3:** Enhance the technological literacy of faculty, staff, and students through coordinated training efforts.

## EPILOGUE: THE ULM STRATEGIC PROCESS AND ITS FUTURE

On March 17, 2003, President Cofer hosted a seminar on strategic planning, facilitated by an outside expert who works with universities to produce such plans. Following this seminar, a Steering Committee was appointed by the President after consultation with the college Deans and the Provost. The unusually large number of fourteen Steering Committee members reflected the President's desire to create a high number of individual task forces, each having as chair a Steering Committee member. Students were also asked to serve on the Steering Committee itself. We were informed early on that many universities involved in a similar process use from six to nine task forces, while others have a single central task force; ULM's philosophy has been to include as many of the campus and community constituencies as possible in the strategic planning process.

**The Steering Committee** consisted of the following members:

Eric Pani (Academic Program Review Chair); Nick Bruno (Human Resources Chair); Carlos Fandal (Image Chair); Jeff Galle (Facilities Chair); John Rettenmayer (Finances Chair); Paul Sylvester (Climate and Culture Chair); Tammy Parker (Athletics/Student Services Chair); Dorothy Schween (Administrative Services Chair); Charles Pryor (Values Chair); Traci Murphy (Governance Chair); Mark Arant (External Economics/Technology Chair); Robin Evans (Educational/Social/Demographic Chair); Joe McGahan (Legislative/Political/Competitive Chair); Terry Jones (Editing Chair); Bill Krutzer (Community leader member); Evan Earl (Student member); and Janeca Foster (Student member).

The members then selected Jeff Galle to chair the Steering Committee, and the ULM effort was underway. Following in rapid succession were the nomination and confirmation of 125 members for the individual task forces. Each task force then met as a group with the facilitator to receive the parameters of their mission and to hold some general discussion concerning their first tasks. Additionally, each task force chair met with President Cofer to refine and focus specific charges. By May 10, 2003, all of this was completed, and the work of individual task forces began.

From the end of the spring semester through September, the task forces worked to gather data in ways that seemed appropriate for the particular area under analysis. Task forces focusing on internal matters were to organize the data in terms of a strengths/weaknesses assessment, while those with an external focus were to present an opportunities/threats assessment. In this SWOT analysis, each chair, in consultation with task force members, decided which methods of soliciting data would be most appropriate for their area. This freedom led to a number of different kinds of data gathering, including one-on-one interviews, analysis of such existing reports as the ACT Student Survey, standardized surveys sent to larger groups, expert panels, and individually prepared surveys for special groups. The culmination of the SWOT analysis was the production of a 6-10 page report by each task force. These reports were submitted to the Steering Committee in September.

These various kinds of data deserve a brief mention. The thoughts of several thousand ULM students and more than 7,000 alumni became a part of this effort through the detailed ACT Student

# 2003 STRATEGIC PLAN

Survey and an alumni email survey. Separate surveys also were created for the faculty and the staff to solicit valuable feedback on many different areas of the University. Some task forces employed the individual interview as a method to solicit opinion.

The expert panel became another useful way to gather good information, and in the summer three of these expert panels were organized—Education/Culture, Economics/Technology, and Legislative/Political. In the summer of 2003, when these panels were formed, the expert participants who agreed to serve held the following positions.

**The Education/Culture panel** consisted of:

Kathy Spurlock (Executive Editor of *The News Star*), Loren Blanchard (Vice President for Accreditation, University of Louisiana System), Tommy Usrey (Director, Northeast Louisiana Arts Council), Frank Hoffmann (Director of Personnel and Assistant Superintendent, Ouachita Parish Schools), Betty Carroll (Morehouse Parish Schools), and Ralph Calhoun (Executive Director of Biedenharn Museum and Gardens).

**The Economics/Technology panel** included:

Mark Anderson (CEO, Mid South Extrusion), Sue Edmunds (President, West Monroe/West Ouachita Chamber of Commerce) Malcolm Maddox (Regional Chairman, Hibernia National Bank), Tom Nicholson (President, Strauss Interests), Michael B. Taylor (State Director, USDA Rural Development), and Joan Tyler (Quality Manager of Guide Corporation).

**The Legislative/Political panel** consisted of:

Senator Bill Jones, Representative Francis C. Thompson, Mayor Jamie Mayo (Monroe), Mayor Dave Norris (West Monroe), Mayor Clarence Hawkins (Bastrop), Wayne Parker (Louisiana Board of Supervisors), and Harvey Hales (Shelter Insurance).

As mentioned above, each task force produced a 6-10 page report after gathering the necessary data. The Steering Committee studied each of these in great detail, and there emerged a deeper understanding of the University's internal and external environment. Awareness of the various challenges also came from this analysis and study, as did a deeper knowledge of the advantages that ULM possesses. Strategic ideas, objectives, and initiatives began to take shape as these reports were discussed by the Steering Committee. Ultimately, a complex set of more than seventy strategic ideas were identified.

These strategic ideas were eventually clustered into five general themes—Focusing on Students, Developing the Academic Core, Cultivating Climate and Culture, Extending External Relationships, and Building the Campus Physical Environment.

Understandably, the Steering Committee members were very familiar with the individual area that each had originally analyzed. As a result, it was felt necessary to regroup committee members in new ways to give the entire process a more dynamic analysis by having new people take a fresh

look at each area. Consequently, the Steering Committee was reorganized into “theme teams” of two or three members each. Each team studied a particular thematic area and organized the strategic ideas pertaining to that area into the traditional rendering of Goals and Objectives.

This part of the analysis was time-consuming and very detailed because the Steering Committee had to be certain that no centrally important idea was lost in the new groupings. Once the objectives had been clustered according to the five central themes, and goals were set for each theme, the objectives were placed within each. A strategic plan rough draft was then produced, and gradually over successive weeks, each section was refined as it was reexamined. ULM's Level One Strategic Plan is the end result of twelve months of intense work.

The Steering Committee expresses gratitude to every person who contributed to this effort. In the first six months, as the task forces worked in their respective areas, many University family and community supporters offered their time and expertise to contribute to the data snapshot that was being taken.

Now that the Strategic Plan is complete, the University will develop action plans for every University unit. These action plans in the colleges and at the departmental level will emerge from and extend beyond the original Strategic Plan. Thus, the end of one process marks the beginning of the next. We are entering even more exciting times as our University moves ahead.

April 2004

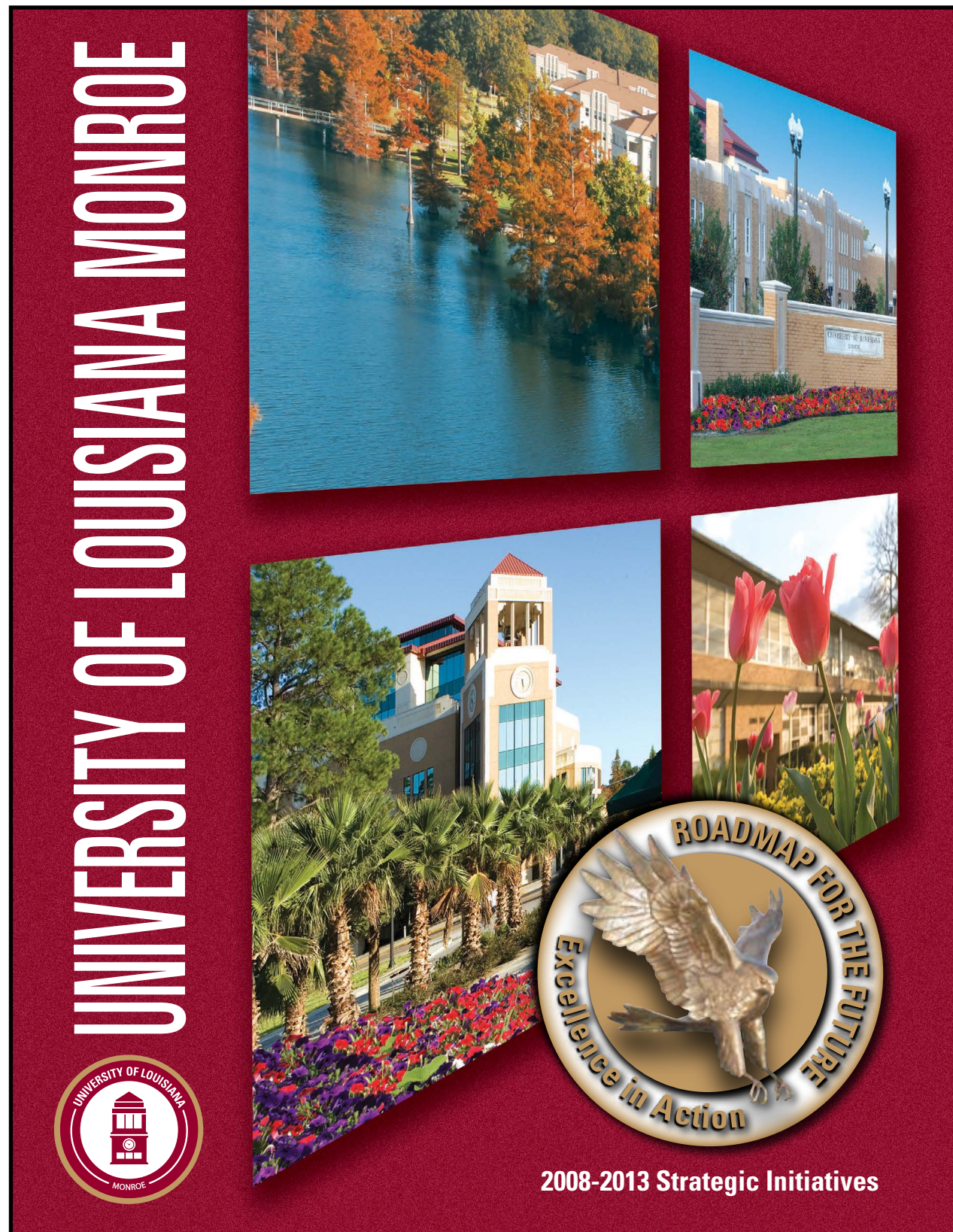
Jeff Galle

Chair, Strategic Planning Steering Committee



# 9.3 2008-2013 STRATEGIC PLAN

Meeting Notes & Agendas / 2004 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure



The cover page features a dark red background with a collage of four photographs: a river with autumn trees, a brick building with a sign, a modern building with palm trees, and red tulips. A circular seal with an eagle and the text 'ROADMAP FOR THE FUTURE Excellence in Action' is positioned at the bottom center. The University of Louisiana at Monroe logo is in the bottom left corner.

**UNIVERSITY OF LOUISIANA MONROE**

**2008-2013 Strategic Initiatives**

## ULM STRATEGIC INITIATIVES

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# 2008-2013 STRATEGIC PLAN

## 2008-2013 ULM



June 10, 2008

Dear Reader:

This document contains the Strategic Plan for The University of Louisiana at Monroe and will serve as our roadmap for the next five years. While the strategic plan developed in April 2003 provided valuable guidance at the time, many things changed rather dramatically over the last few years. It was time for new ideas and new directions. For this reason, a new strategic plan steering committee was formed in September of 2007.

Credit for this strategic plan goes to the faculty and staff who formed the Strategic Plan Steering Committee, chaired by Dr. Ken Clow. I would especially like to thank the drafting committee members (Ken Clow, Eric Pani, Richard Hood, Jeff Cass, and Stan Williamson) who produced the strategic plan framework and first working document. Further credit goes to the large number of faculty and staff who worked on various subcommittees to refine the goals, strategies, and objectives. Finally, credit goes to our Vice-Presidents, Division Heads, and Deans who spent considerable time evaluating and refining the Strategic Plan.

With the completion of this phase of the strategic plan, I have asked the Steering Committee to transition into a committee that continually monitors our progress. The Committee has been charged with developing benchmarks for each objective and for charting progress toward meeting each one. For objectives that we are meeting, we will celebrate. For objectives we are not meeting, we will investigate why, then decide on what action should be taken. The Strategic Plan should be a living document that will truly guide this great institution.

To those who have served in the past, I again thank you for your work. To those who are serving now and will serve in the future, I request your best efforts to help advance ULM. And to each reader, I challenge you to use your time and talents to the fulfillment of this Strategic Plan as we strive to make ULM a stronger and better institution dedicated to excellence.

Sincerely,

James E. Cofer  
President



## ULM STRATEGIC INITIATIVES

# INTRODUCTION



For over three quarters of a century, the University of Louisiana at Monroe has pursued excellence in the delivery of higher education to the Mid-South. As the University continues this journey through often turbulent times, the path ahead can be less certain without an effective roadmap. Consequently, ULM has completed its second strategic planning cycle of the new millennium and presents its University Strategic Plan for 2008-2013.

This new master plan for the next five years builds on the work of the first planning cycle in 2003-2004 and extends it, offering a revised vision and mission for ULM. The centerpiece of this effort is the overarching strategic goal for the University: Sustain a culture of excellence. This central focus is supported by the following strategic goals:

- GOAL 1. Enhance the culture of faculty excellence.**
- GOAL 2. Enhance the culture of staff excellence.**
- GOAL 3. Enhance the academic learning environment.**
- GOAL 4. Enhance student growth and success.**
- GOAL 5. Maintain fiscal stability.**
- GOAL 6. Strengthen relationships with ULM constituencies.**
- GOAL 7. Deliver an effective operating environment.**

These primary goals are, in turn, supported by objectives and strategies designed to move the University of Louisiana at Monroe forward into the new millennium.

Involvement has been the hallmark of the development of the Strategic Plan. The document represents the cumulative effort of the University faculty, staff, and administrators. The project began in September 2007 with the appointment of a drafting committee composed of five individuals (Eric Pani, Jeff Cass, Richard Hood, Stan Williamson and Ken Clow). The charge of the drafting team was to produce a preliminary working document that would, after much input, eventually be forwarded to the University Strategic Planning Steering Committee as part of the process of determining where the University is and where the University wants to go.

Using the previous strategic plan as a starting point, the Drafting Committee obtained input from each of the Vice-Presidents and division leaders. An initial strategic plan was then drafted and subsequently reviewed by the President's Cabinet. With input from the Cabinet, modifications were made and the strategic plan draft was then evaluated by the Strategic Planning Steering Committee in November of 2007.

Once the vision statement, mission statement, goals, and objectives were in place, the Steering Committee turned its attention to developing action plans (or tactics) for each of the objectives. Five subcommittees were formed in November 2007 to develop the initial list, which was subsequently reviewed and modified through a number of meetings with faculty and staff in January 2008. With input from the University community, the strategic plan draft went back to the Steering Committee for another review. It was then submitted to the President's Cabinet for final evaluation, culminating in the Strategic Plan as set forth here.

While it may appear as though the process is now complete, it is important to realize that this University strategic plan is not static but a living document that must be continually evaluated. As the environment around the University changes, so must the Plan. As with any plan pursued in a dynamic environment, modifications in objectives and action plans may be necessary to ensure that the University continues to move toward the goals set forth in this master blueprint.

Toward that end, the work of the Strategic Planning Steering Committee did not conclude with the development of this document. The Steering Committee will join with University administrators to monitor progress toward the goals and objectives established by the Plan. As an aspect of this monitoring responsibility, it will be essential to make the Plan a dynamic document, reflecting modifications to the trajectory of the University as conditions around and within the University change. After all, the Strategic Plan is only a tool for advancing the University's mission of learning, scholarship, and service. Its ultimate value lies in providing a roadmap for the future that will enable the University of Louisiana at Monroe to continue to fulfill its quest for excellence in education.

A more detailed version of the Strategic Plan that includes the tactics is available on the ULM website at [www.ulm.edu/strategicplanning](http://www.ulm.edu/strategicplanning).

# 2008-2013 STRATEGIC PLAN

## 2008-2013 ULM

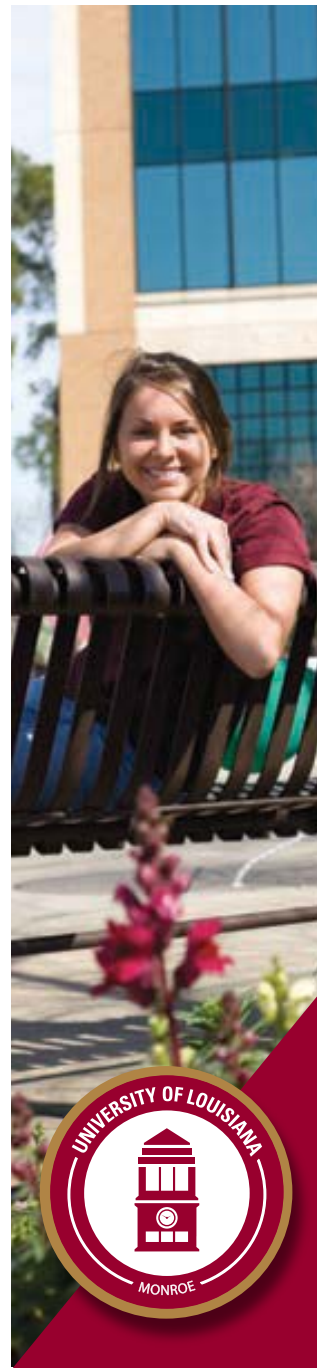
### Vision Statement

The University of Louisiana at Monroe strives to distinguish itself in preparing students for meaningful lives and service to humanity by excelling in student-centered learning—turning vision into action.

### Mission Statement

The University of Louisiana at Monroe emboldens the human spirit through student-centered learning, explores the truth through meaningful research, and enriches the human experience through useful service to those in the Mid-South and the world beyond.

A comprehensive senior institution of higher learning, ULM offers a complete educational experience emphasizing a learning environment where excellence is the hallmark. The University dedicates itself to student learning and advancing knowledge through pure and applied research. With its human, academic, and physical resources, ULM enhances the quality of life of the surrounding communities.



## ULM STRATEGIC INITIATIVES

### Core Values

#### EXCELLENCE

Excellence reflects personal expectations and regional, national, and global standards. It is relentlessly pursued through diligent individual and collective efforts and is achieved by setting the highest goals possible.

#### SCHOLARSHIP

Scholarship includes original research and creative works, the development of new interpretations, applying knowledge to solve problems, and the sharing of knowledge through teaching. Scholarship defines the intellectual climate and culture of a university.

#### DIVERSITY

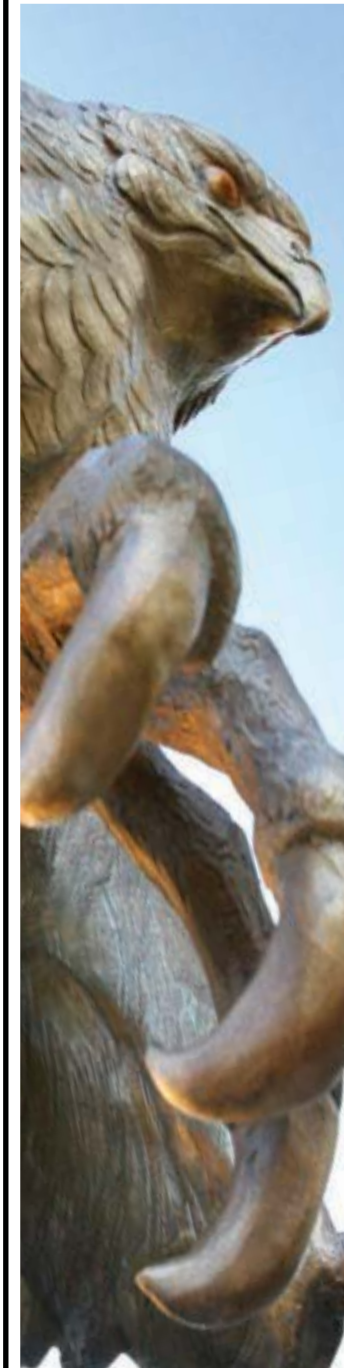
Diversity in all areas enriches and strengthens a university. Uniqueness in students, faculty, and staff expands the opportunity for learning.

#### RESPONSIBILITY

Students, faculty, and staff have a duty to be conscientious stewards of entrusted resources. Responsibility includes engaging in a learning environment in a caring, non-discriminatory and equitable manner. Integrity is to be demonstrated by striving to be honest in conduct, to keep promises made, and to treat others with appropriate respect.

#### STUDENT-CENTERED

The University faculty and staff seek to engage the whole student by preparing each individual for a meaningful life and service to humanity.





# 2008-2013 STRATEGIC PLAN

2008-2013 ULM

## Definition of Terms

The following describes the hierarchy of plans and terminology employed at various organizational levels to deliver on the vision and mission of the University. The scope of the University strategic plan explicitly engages senior administrative tiers down to the objectives level of strategy. Below the strategic level, tactics and action plans are developed by supporting organizational tiers to implement the overall plan.

### OVERARCHING UNIVERSITY GOAL (Scope: University-Level/Foundational)

An open-ended statement of the most fundamental condition or situation desired by the University. Flows naturally from the mission and vision for the entire organization. Provides a foundation for all other strategic (University-wide) goals.

### SUPPORTING UNIVERSITY GOAL (Scope: University-Level)

An open-ended statement describing a University-wide desired end result. Provides a general direction for organizational results. Builds on the overarching goal and identifies desired future conditions, organization-wide in scope, that demonstrate mission and vision fulfillment.

### STRATEGY (Scope: University-Level)

The general method or series of actions that will be employed to achieve the associated University-wide goal.

### OBJECTIVE (Scope: University/Divisional-Level)

A specific, measurable description of a desired end state for the University. Extends the associated University-level goal and provides a more objective means of determining progress toward the goal. Characterizes future desired conditions using descriptors that are specific, measurable, attainable, results-oriented, and time-based where possible.

### TACTIC (Scope: Divisional-Level)

A detailed method or series of specific actions designed to achieve an associated University-level objective. Employed by organizational divisions to implement strategic level plans. Includes division-level detailed objectives and actions for their achievement including policies, programs, budgets, and specific activities with tighter scope and shorter timeframes than the strategic level objectives

### ACTION PLAN (Scope: Departmental/Program-Level)

A very detailed method or series of specific actions designed to achieve an associated division-level tactic. Employed by organizational departments to implement division-level plans. Includes the most detailed objectives and actions for their achievement including policies, programs, budgets, specific activities, and position responsible with tightest scope and shortest timeframes



## ULM STRATEGIC INITIATIVES

# GOALS

## Overarching University Goal

### Overarching

**Goal:** Sustain a culture of excellence.

**Strategy:** Differentiate the University for high quality among its peers in the Mid-South.

### Objectives:

1. Increase the percentage of faculty achieving professional recognition among their peers 50% by 2013.
2. Achieve and maintain accreditation for 100% of the Board of Regents required programs by 2013.
3. Achieve a State system 6-year average graduation rate of 50% by 2013.
4. Increase the level of student satisfaction on the ACT Student Survey to the national average by 2013.
5. Increase the percent of students in Louisiana naming ULM as their 1st choice institution on the ACT 30% by 2013.
6. Each of the sports will achieve an Academic Performance Rate (APR) of 925 on an annual basis through 2013.

## Supporting University Goals

**Goal 1:** Enhance the culture of faculty excellence.

**Strategy:** Attract, develop, and retain excellent faculty through improvements in academic resources and competitive compensation, within an environment of open communication.

### Objectives:

- 1.1 Elevate faculty salaries to national, discipline-specific standards such as those provided by the SREB or CUPA-HR peer averages by 2013.
- 1.2 Increase the number of nationally-recognized intellectual contributions 50% by 2013.
- 1.3 Increase the number of grants and contracts awarded by outside entities 100% by 2013.



# 2008-2013 STRATEGIC PLAN

## 2008-2013 ULM

- 1.4 Increase attendance at professional development meetings 25% by 2013.
- 1.5 Increase the percentage of faculty expressing satisfaction regarding open communication with the administration to 75% by 2013.

**Goal 2:** Enhance the culture of staff excellence.

**Strategy:** Attract, develop, and retain excellent staff through improvements in resources, shared governance, and competitive compensation and benefits.

**Objectives:**

- 2.1 Elevate unclassified staff salaries to national, position-specific standards such as those provided by the SREB and CUPA-HR peer averages by 2013.
- 2.2 Increase the number of unclassified staff in leadership roles in professional organizations 50% by 2013.
- 2.3 Increase the number of staff participating in professional enhancement activities 20% by 2013.
- 2.4 Increase participation in shared governance 50% by 2013.

**Goal 3:** Enhance the academic learning environment.

**Strategy:** Provide degree programs that meet the professional and intellectual needs of our students and stakeholders.

**Objectives:**

- 3.1 Increase enrollment in high-demand or targeted-growth areas 20% by 2013.
- 3.2 Increase retention in high-demand or targeted-growth areas 20% by 2013.
- 3.3 Increase the number of ULM graduates accepted into post-baccalaureate programs 20% by 2013.
- 3.4 Increase the enrollment in our graduate school to 1100 by 2013.

**Strategy:** Encourage experimentation with new learning modalities while supporting proven methodologies, including the implementation of the Quality Enhancement Plan (QEP).



## ULM STRATEGIC INITIATIVES

### Supporting University Goals

(CONTINUED)



**Objectives:**

- 3.5 Maintain current level of funding for technology, upgrades and support annually through 2013.
- 3.6 Increase attendance at professional development meetings focused on pedagogical skills 20% by 2013.
- 3.7 Increase the number of courses utilizing an alternative method of delivery 100% by 2013.
- 3.8 Increase the number of classes with technology-enhanced environments 25% by 2013.
- 3.9 Increase traditional library information resources 15% by 2013.
- 3.10 Increase the acquisition of library electronic resources 25% by 2013.
- 3.11 Increase the number of fully online degree programs to 12 by 2013.

**Goal 4:** Enhance student growth and success.

**Strategy:** Encourage development of the student body, collectively and individually.

**Objectives:**

- 4.1 Achieve 1st retention rate published by the Board of Regents by 2013.
- 4.2 Achieve 2nd retention rate published by the Board of Regents by 2013.
- 4.3 Maintain a student athlete average graduation rate in all sports that is equal to or above ULM's overall average graduation rate on an annual basis through 2013.
- 4.4 Achieve a student participation rate in service-learning/community service/volunteerism activities of 10% by 2013.
- 4.5 Achieve an undergraduate student participation rate in non-academic activities and non-conference sporting activities of 20% by 2013.

**Goal 5:** Maintain fiscal stability.

**Strategy:** Maintain a fiscally cautious budgeting approach by effectively monitoring revenue and expense sources and favoring conservative estimates as a basis for future financial projections.

**Objectives:**

- 5.1 Achieve an enrollment of at least 9,000 students at ULM by 2013.



# 2008-2013 STRATEGIC PLAN

## 2008-2013 ULM

- 5.2 Maintain balanced budgets on an annual basis through 2013.
- 5.3 Increase federal and state grant funding 20% by 2013.
- 5.4 Increase the level of total monetary giving to the University 25% by 2013.
- 5.5 Increase the level of monetary donations to each of the academic colleges 50% by 2013.

**Goal 6. Strengthen relationships with ULM constituencies.**

**Strategy:** Expand working relationships with constituencies by creating a service culture.

**Objectives:**

- 6.1 Increase the number of interactions with political and business leaders 25% by 2013.
- 6.2 Achieve an average of 50 community partnership activities per year by 2013.
- 6.3 Increase the level of membership in the Alumni Association 15% by 2013.
- 6.4 Increase the number of alumni attending sponsored events 15% by 2013.
- 6.5 Increase the number of donors to the University 15% by 2013.

**Goal 7. Deliver an effective operating environment.**

**Strategy:** Sustain campus infrastructure through development and implementation of a master facilities plan.

**Objectives:**

- 7.1 Secure philanthropic support of \$50 million by 2013.
- 7.2 Decrease the number of requests for Physical Plant repairs 50% by 2013.
- 7.3 Exceed the national average on an annual basis on the campus infrastructure component of the ACT Student Survey.
- 7.4 Maintain the current ratio of plant operations/maintenance costs per student enrolled through 2013.
- 7.5 Maintain a student housing occupancy rate of 90% to 95% through 2013.
- 7.6 Increase facilities space utilization 10% by 2013.
- 7.7 Convert at least 10 university paper processes to electronic form by 2013.



## ULM STRATEGIC INITIATIVES



## A Time for Action

The Strategic Plan that is contained in this document provides a map for the road ahead for the University of Louisiana at Monroe for the next five years. Meeting the goals and objectives contained in the Plan will require the efforts of the entire University. Every faculty member, staff person, and administrator is a critical link in the accomplishment of the objectives that have been set forth. Their efforts will be guided by action plans to be developed by each unit of the University describing specific activities that will be pursued to implement the Plan. In the end, the continued success of this endeavor lies in the minds and hearts and hard work of the communities that make up the University of Louisiana at Monroe — *turning vision into action.*

# 2008-2013 STRATEGIC PLAN

## 2008-2013 ULM

### Steering Committee

Ken Clow, Professor and Committee Chair  
*College of Business Administration (Marketing)*

Jeffrey Cass, Dean  
*College of Arts and Sciences*

Susan Duggins, Executive Director  
*Enrollment Management/Recruitment and Admissions*

Carlos Fandal, Professor  
*College of Arts and Sciences (Foreign Languages)*

Anthony Feig, Assistant Professor  
*College of Arts and Sciences (Geosciences)*

Richard Hood, Exec. Assist. to the President  
*President's Office*

Bill Krutzer, Community Leader

Robin Logan, Executive Director  
*University Planning and Analysis*

Pam Newman, Professor  
*College of Education and Human Development  
(Educational Leadership and Counseling)*

Dave Nicklas, Vice President  
*Business Affairs*

Eric Pani, Associate Provost  
*Academic Affairs*

Dorothy Schween, Assoc. Professor  
*College of Education and Human Development  
(Curriculum and Instruction)  
Faculty Senate Representative*

Paul Sylvester, Professor and Director  
*College of Pharmacy  
(Professor of Pharmacology)*

Stan Williamson, Professor  
*College of Business Administration  
(Management and Aviation)*

### Drafting Committee

Ken Clow, Professor and Subcommittee Chair  
*College of Business Administration (Marketing)*

Jeffrey Cass, Dean  
*College of Arts and Sciences*

Richard Hood, Exec. Assist. to the President  
*President's Office*

Eric Pani, Associate Provost  
*Academic Affairs*

Stan Williamson, Professor  
*College of Business Administration  
(Management and Aviation)*

# COMMITTEES



## ULM STRATEGIC INITIATIVES

### SUBCOMMITTEE 1: Supporting Goals 1, 2, and 3

Eric Pani, Associate Provost and Subcommittee Chair  
*Academic Affairs*

Stephanie Blackmon, Director  
*Human Resources*

Hollis Bray, Associate Professor  
*College of Business Administration  
(Construction Management)*

Jay Bulot, Assoc. Professor/Dept. Head  
*College of Arts and Sciences  
(Gerontology, Sociology, and Political Science)*

Lisa Colvin, Professor and Director  
*Graduate Studies and Research*

Carlos Fandal, Professor  
*College of Arts and Sciences (Foreign Languages)*

Megan Lowe, Reference Librarian  
*University Library  
Faculty Senate Representative*

Tammy Parker, Professor  
*College of Business Administration  
(Economics and Insurance)*

Stephen Richters, Provost/Vice President  
*Academic Affairs  
Cabinet Representative*

Jeffrey Rush, Assistant Professor  
*College of Art and Sciences (Criminal Justice)  
Faculty Senate Representative*

Dorothy Schween, Assoc. Professor  
*College of Education and Human Development  
(Curriculum and Instruction)  
Faculty Senate Representative*

Thilla Sivakumaran, Assistant Professor  
*College of Education and Human Development  
(Curriculum and Instruction)*

Don Smith, Dean  
*University Library*

Paul Sylvester, Professor and Director  
*College of Pharmacy  
(Professor of Pharmacology)*

Paula Thornhill, Facilitator  
*Continuing Education (Electronic Learning)*

Tom Whatley, Director  
*Computing Center*

### SUBCOMMITTEE 2: Supporting Goal 4 and Overarching Goal

Stan Williamson, Professor and Subcommittee Chair  
*College of Business Administration  
(Management and Aviation)*

Martha Anderson, Assistant Dean  
*Dean of Students - Student Affairs*

Monica Bontty, Assistant Professor  
*College of Arts and Sciences (History)  
Faculty Senate Representative*

Wayne Brumfield, Vice President  
*Student Affairs  
Cabinet Representative*

Sean Chenoweth, Assistant Professor  
*College of Arts and Sciences (Geosciences)*

Susan Duggins, Executive Director  
*Enrollment Management/Recruitment and Admissions*

Florence Gibson, Professor and Director  
*College of Health Sciences (Nursing)*

Treina Landrum, Director and Coach  
*Recreational Services/ Ski Team*

Barbara Michaelides, Assist. Prof./Director  
*Student Success Center/Retention*

Lisa Miller, Associate Provost  
*Enrollment Management  
Cabinet Representative*

Lauri Mondschein, Assistant Director  
*Athletics/Compliance Services*

Shirlee Owens, Associate Professor  
*College of Arts and Sciences  
(Gerontology, Sociology, and Political Science)  
Faculty Senate Representative*

Gary Ratcliff, Assoc. Professor/Dept. Head  
*College of Arts and Sciences  
(Visual and Performing Arts - Division of Art)*

Linda Reid, Assistant Professor  
*College of Health Sciences (Nursing)  
Faculty Senate Representative*

Pamela Saulsberry, Professor/Dept. Head  
*College of Arts and Sciences (Social Work)  
Faculty Senate Representative*

Bobby Staub, Director  
*Athletics  
Cabinet Representative*

Amy Weems, Assistant Dean  
*Student Life and Leadership*

### SUBCOMMITTEE 3: Supporting Goal 5 and Overarching Goal

Richard Hood, Exec. Assist. to the President and Subcommittee Chair  
*President's Office*

Karen Briski, Professor and Dept. Head  
*College of Pharmacy (Pharmacology)*

Sally Davidson, Assoc. Prof./Program Chair  
*College of Business Administration  
(Management and Aviation)  
Faculty Senate Representative*

Virginia Eaton, Professor  
*College of Business Administration  
(Computer Info. Systems & Computer Science)*

Mark Labude, Chief Financial Officer  
*ULM Foundation*

Anthony Malta, Enroll. Services Specialist  
*Recruitment and Admissions*

Melissa Melancon, Assistant Professor  
*College of Business Administration (Finance)*

Lisa Miller, Associate Provost  
*Enrollment Management  
Cabinet Representative*

Greg Nelson, Director  
*Annual Giving*

Dave Nicklas, Vice President  
*Business Affairs  
Cabinet Representative*

Amy Robinson, Coordinator of Events  
*Recruitment and Admissions*

Diane Singletary, Controller  
*Controller's Office*

Don Skelton, Vice President  
*University Advancement and External Affairs  
Cabinet Representative*

Mike Trevathan, Coordinator  
*Auxiliary Enterprises*

Bruce Walker, Assist. Prof./Program Chair  
*College of Business Administration  
(Management and Aviation)  
Faculty Senate Representative*

Holly Wilson, Associate Professor  
*College of Arts and Sciences (Communications)  
Faculty Senate Representative*



# 2008-2013 STRATEGIC PLAN

## 2008-2013 ULM

### SUBCOMMITTEE 4: Supporting Goal 6 and Overarching Goal

Jeffrey Cass, Dean and Subcommittee Chair  
*College of Arts and Sciences*

Toni Bacon, Development Officer  
*University Development*

Keith Brown, Executive Director  
*Alumni and Community Relations*

Robert Eisenstadt, Associate Professor  
*College of Business Administration  
(Economics and Insurance)*

Anthony Feig, Assistant Professor  
*College of Arts and Sciences (Geosciences)*

Laura Harris, Director  
*Media Relations  
Cabinet Representative*

Rhonda Jones, Director  
*Continuing Education*

Anne Lockhart, Director  
*University Development*

Pam Newman, Professor  
*College of Education and Human Development  
(Educational Leadership and Counseling)*

Mona Oliver, Associate Professor  
*College of Arts and Sciences (English)  
Faculty Senate Representative*

Georgia Sanderson, Director  
*Continuing Education (IWTP)*

Don Skelton, Vice President  
*University Advancement and External Affairs  
Cabinet Representative*

Turner Steckline, Associate Professor  
*College of Arts and Sciences (Communications)  
Faculty Senate Representative*

John Sutherlin, Assistant Professor  
*College of Arts and Sciences  
(Gerontology, Sociology, and Political Science)  
Faculty Senate Representative*

Tommy Walpole, Associate Director  
*Alumni Relations*

### SUBCOMMITTEE 5: Supporting Goal 7 and Overarching Goal

Ken Clow, Professor and  
Subcommittee Chair  
*College of Business Administration (Marketing)*

Sandy Blake, Director  
*College of Pharmacy (Outcomes and Research)*

Linda Bryan, Associate Professor  
*College of Health Sciences  
(Communicative Disorders)*

Tresa Buckhaults, Director  
*JPI – Residential Services*

Larry Ellerman, Director  
*University Police*

Kitty Kervin, Assistant Professor  
*College of Health Sciences (Nursing)  
Faculty Senate Representative*

Cindy Leath, Development Associate  
*University Development*

Robin Logan, Executive Director  
*University Planning and Analysis*

Dave Nicklas, Vice President  
*Business Affairs  
Cabinet Representative*

Gail Parker, Budget Officer  
*Business Affairs*

Chris Ringo, Assistant Director  
*Physical Plant*

Jason Roubique, Facilities  
Planning Officer  
*Facilities and Capital Projects*

Bryan Thorn, Director  
*Physical Plant*

### SUBCOMMITTEE 6: Unclassified Staff

Ken Clow, Professor and  
Subcommittee Chair  
*College of Business Administration (Marketing)*

Karen Crowley, Associate Registrar  
*Office of the Registrar*

Alisa Hale, Internal Auditor  
*Internal Audit*

Mary Schmeer, Assistant Director  
*Recruitment and Admissions*

Justin Roy, Systems Coordinator  
*University Planning and Analysis*

Robin Logan, Executive Director  
*University Planning and Analysis*

Annette Tangye, Assistant Director  
*Human Resources*

Denise Pani, Counselor  
*Counseling Center*

Chris Ringo, Assistant Director  
*Physical Plant*

Roslynn Pogue, Associate Director  
*Financial Aid*

Karen Foster, Director  
*Counseling Center*



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# 9.4 EXISTING INFRASTRUCTURE

Meeting Notes & Agendas / 2004 Strategic Plan / 2008-2013 Strategic Plan / Existing Infrastructure

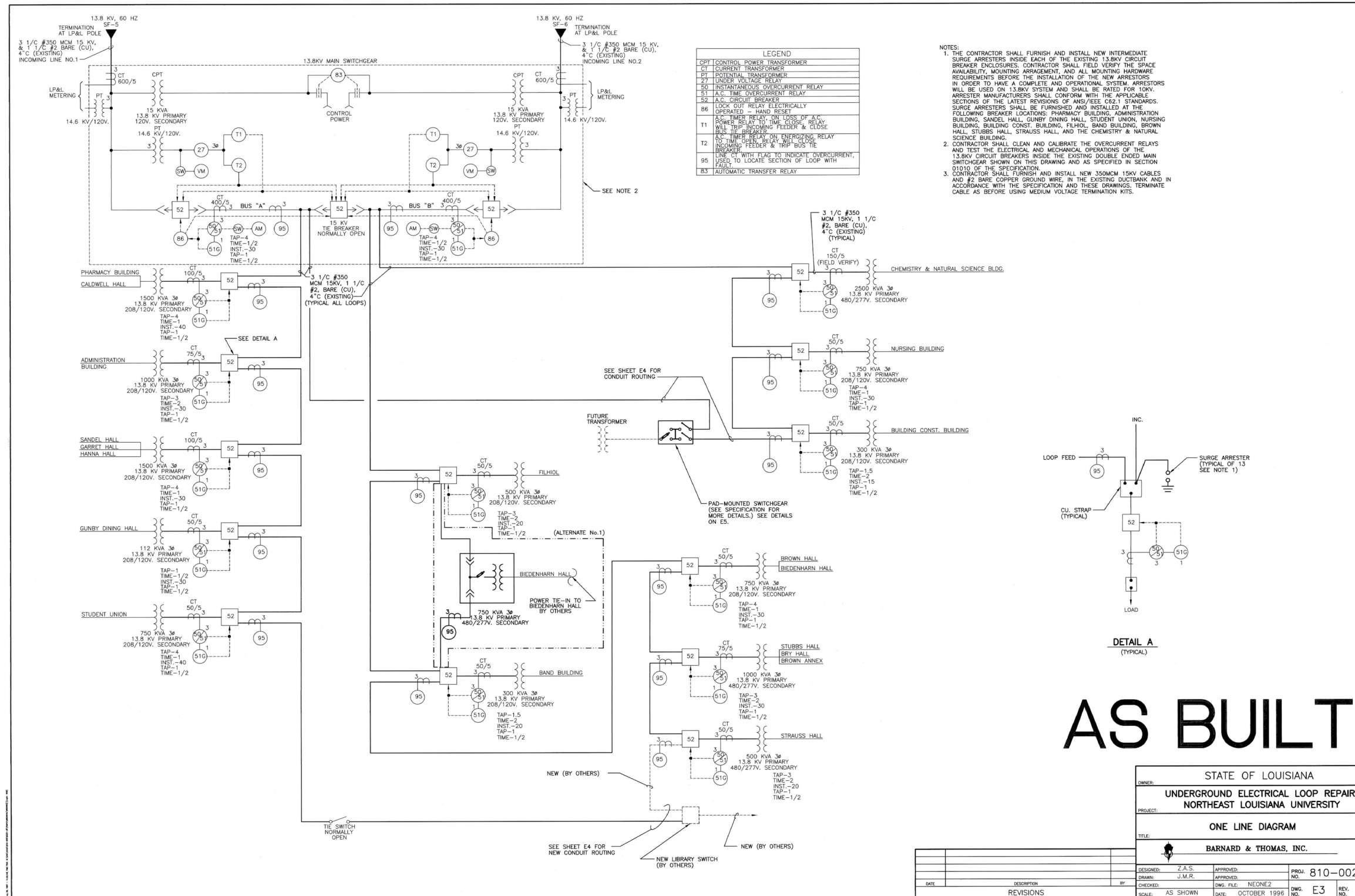


# EXISTING INFRASTRUCTURE





# EXISTING INFRASTRUCTURE



**LEGEND**

CPT	CONTROL POWER TRANSFORMER
CT	CURRENT TRANSFORMER
PT	POTENTIAL TRANSFORMER
27	UNDER VOLTAGE RELAY
50	INSTANTANEOUS OVERCURRENT RELAY
51	A.C. TIME OVERCURRENT RELAY
52	A.C. CIRCUIT BREAKER
86	LOCK OUT RELAY ELECTRICALLY OPERATED - HAND RESET
11	A.C. TIME RELAY ON LOSS OF A.C. POWER RELAY TO TIME CLOSE RELAY
12	A.C. TIME RELAY ON ENERGIZING RELAY TO TIME OPEN RELAY TO TIME CLOSE RELAY
95	LINE OF WITH FLAG TO INDICATE OVERCURRENT, USED TO LOCATE SECTION OF LOOP WITH FAULT
83	AUTOMATIC TRANSFER RELAY

**NOTES:**

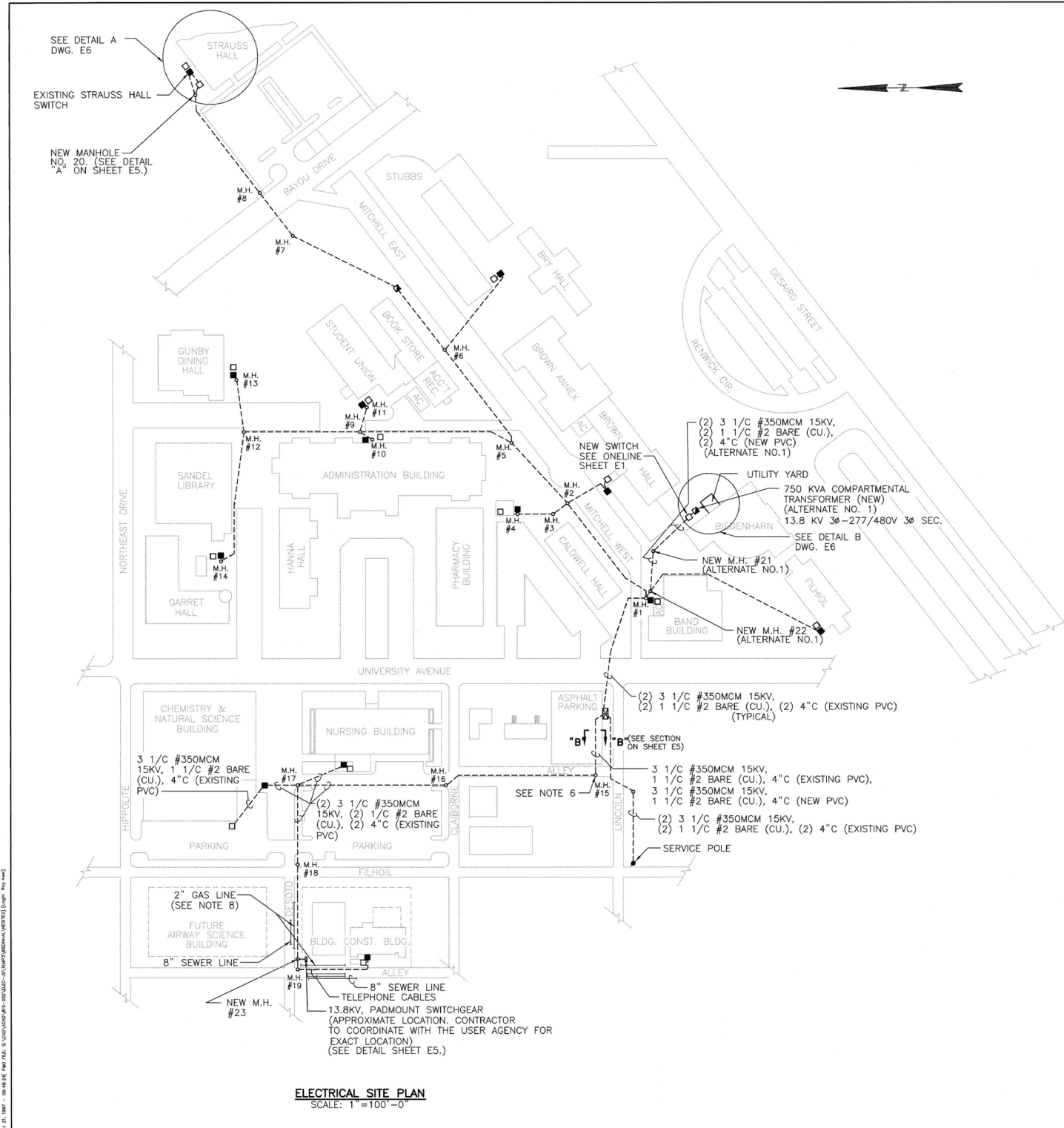
1. THE CONTRACTOR SHALL FURNISH AND INSTALL NEW INTERMEDIATE SURGE ARRESTERS INSIDE EACH OF THE EXISTING 13.8KV CIRCUIT BREAKER ENCLOSURES. CONTRACTOR SHALL VERIFY THE SPACE AVAILABILITY, MOUNTING ARRANGEMENT, AND ALL MOUNTING HARDWARE REQUIREMENTS BEFORE THE INSTALLATION OF THE NEW ARRESTORS IN ORDER TO HAVE A COMPLETE AND OPERATIONAL SYSTEM. ARRESTORS WILL BE USED ON 13.8KV SYSTEM AND SHALL BE RATED FOR 10KV. ARRESTER MANUFACTURERS SHALL CONFORM WITH THE APPLICABLE SECTIONS OF THE LATEST REVISIONS OF ANSI/IEEE C62.1 STANDARDS. SURGE ARRESTERS SHALL BE FURNISHED AND INSTALLED AT THE FOLLOWING BREAKER LOCATIONS: PHARMACY BUILDING, ADMINISTRATION BUILDING, SANDEL HALL, GUNBY DINING HALL, STUDENT UNION, NURSING BUILDING, BUILDING CONST. BUILDING, FILHOL, BANO BUILDING, BROWN HALL, STUBBS HALL, STRAUSS HALL, AND THE CHEMISTRY & NATURAL SCIENCE BUILDING.
2. CONTRACTOR SHALL CLEAN AND CALIBRATE THE OVERCURRENT RELAYS AND TEST THE ELECTRICAL AND MECHANICAL OPERATIONS OF THE 13.8KV CIRCUIT BREAKERS INSIDE THE EXISTING DOUBLE ENDED MAIN SWITCHGEAR SHOWN ON THIS DRAWING AND AS SPECIFIED IN SECTION 01010 OF THE SPECIFICATION.
3. CONTRACTOR SHALL FURNISH AND INSTALL NEW 350MCM 15KV CABLES AND #2 BARE COPPER GROUND WIRE, IN THE EXISTING DUCTBANK AND IN ACCORDANCE WITH THE SPECIFICATION AND THESE DRAWINGS. TERMINATE CABLE AS BEFORE USING MEDIUM VOLTAGE TERMINATION KITS.

## AS BUILT

OWNER:		STATE OF LOUISIANA	
PROJECT:		UNDERGROUND ELECTRICAL LOOP REPAIR NORTHEAST LOUISIANA UNIVERSITY	
TITLE:		ONE LINE DIAGRAM	
DRAWN BY:		BARNARD & THOMAS, INC.	
DESIGNED:	Z.A.S.	APPROVED:	
DRAWN:	J.M.R.	APPROVED:	
CHECKED:		DWG. FILE:	NEONE2
SCALE:	AS SHOWN	DATE:	OCTOBER 1996
PROJ. NO.:	810-002	DWG. NO.:	E3
REV. NO.:		REV. NO.:	

DATE	DESCRIPTION	BY

# EXISTING INFRASTRUCTURE

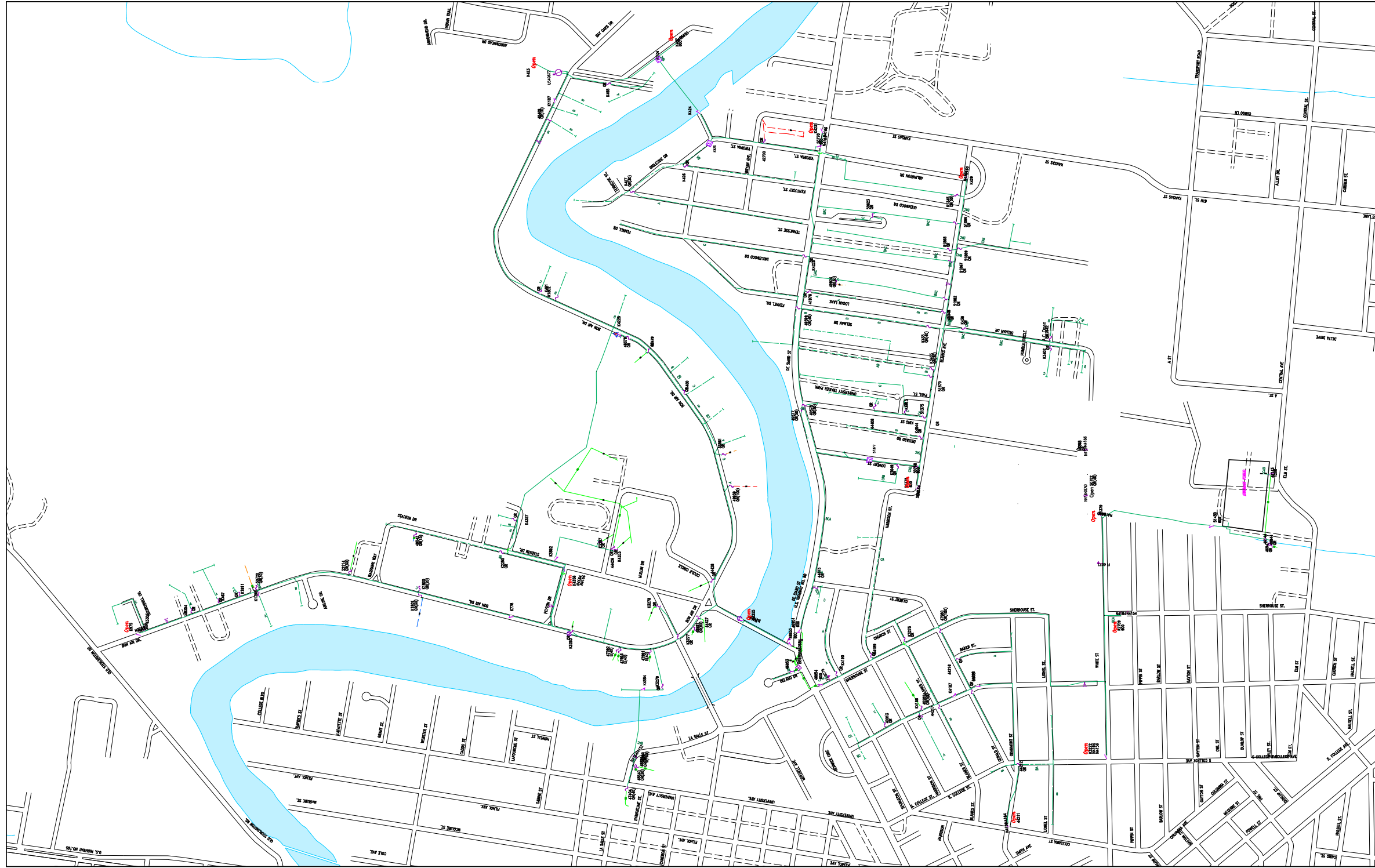


- NOTES:
- CONTRACTOR SHALL ROUTE THE NEW CABLES INSIDE EACH OF THE EXISTING MANHOLES AND SHALL SECURE THE CABLES TO CONTRACTOR FURNISHED AND INSTALLED NEW CABLE RACKS. REMOVE ALL DEBRIS AND THOROUGHLY CLEAN INSIDE THE MANHOLE AFTER THE COMPLETION OF WORK INSIDE THAT MANHOLE.
  - THOROUGHLY SWAB CLEAN ALL EXISTING 4" PVC CONDUIT TO REMOVE FOREIGN MATERIAL BEFORE PULLING THE NEW CABLES.
  - THOROUGHLY CLEAN THE MEDIUM VOLTAGE SWITCHGEAR COMPARTMENTS BEFORE TERMINATING THE NEW CABLES. REMOVE ALL FOREIGN OBJECTS INCLUDING ANT BEDS.
  - CONTRACTOR SHALL FURNISH AND INSTALL THE NEW 350MCM 15KV SHIELDED CABLES AND THE NEW #2 AWG BARE COPPER GROUND WIRE IN THE EXISTING UNDERGROUND 4" PVC DUCT BANK AND TERMINATE IN THE EXISTING SWITCHGEARS AS BEFORE AND AS SHOWN ON THE DRAWINGS. CONTRACTOR SHALL TERMINATE THE NEW 15KV SHIELDED CABLE IN ACCORDANCE WITH THE MANUFACTURER'S WRITTEN RECOMMENDATION. CONTRACTOR MAY BE REQUIRED TO FURNISH AND INSTALL TWISTED CABLES ASSEMBLIES TO MINIMIZE POTENTIAL JAMMING DUE TO MULTIPLE BINDS OR LONG AND DIFFICULT PULLS IN THE SAME CONDUIT. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING AND VERIFYING WITH THE CABLE MANUFACTURER THE REQUIREMENTS FOR AVOIDING POTENTIAL JAMMING BEFORE PURCHASING CABLES.
  - CONTRACTOR SHALL COORDINATE THE POWER OUTAGES WITH THE USER AGENCY. ALSO, CONTRACTOR SHALL COORDINATE THE DISCONNECTION OF POWER AT THE SERVICE POLE WITH ENTERGY/LP&L REPRESENTATIVE AT (318) 329-5436.
  - BORE EXISTING MANHOLE FOR THE NEW CONDUIT AND GROUT WALL AS REQUIRED.
  - CONTRACTOR SHALL FIREPROOF ALL NEW CABLES IN EACH MANHOLE AND AT TERMINATIONS USING FIREPROOF TAPE. EXTEND THE FIREPROOFING ONE INCH INTO DUCTS.
  - CONTRACTOR SHALL CONSULT WITH USER AGENCY CONCERNING THE LOCATIONS OF THE EXISTING UNDERGROUND UTILITIES BEFORE TRENCHING. COORDINATE THE RELOCATIONS OF CONFLICT UNDERGROUND UTILITIES AS REQUIRED.
  - CONTRACTOR SHALL REPAIR/REPLACE AND RESTORE TO ORIGINAL CONDITION SIDEWALK PAVEMENT, AND LANDSCAPE AS A RESULT OF ELECTRICAL TRENCHING.

## AS BUILT

OWNER: STATE OF LOUISIANA			
PROJECT: UNDERGROUND ELECTRICAL LOOP REPAIR NORTHEAST LOUISIANA UNIVERSITY			
TITLE: UNDERGROUND MEDIUM VOLTAGE SYSTEM PLAN			
DRAWN BY: BARNARD & THOMAS, INC.			
DESIGNED: Z.A.S.	APPROVED:	PROJ. NO.:	810-002
DRAWN: J.M.R.	APPROVED: NESTEZ	DWG. FILE:	
CHECKED:	DATE: OCTOBER 1998	DWG. NO.:	E4
DATE:	DESCRIPTION:	BY:	REV. NO.:
REVISIONS			

# EXISTING INFRASTRUCTURE



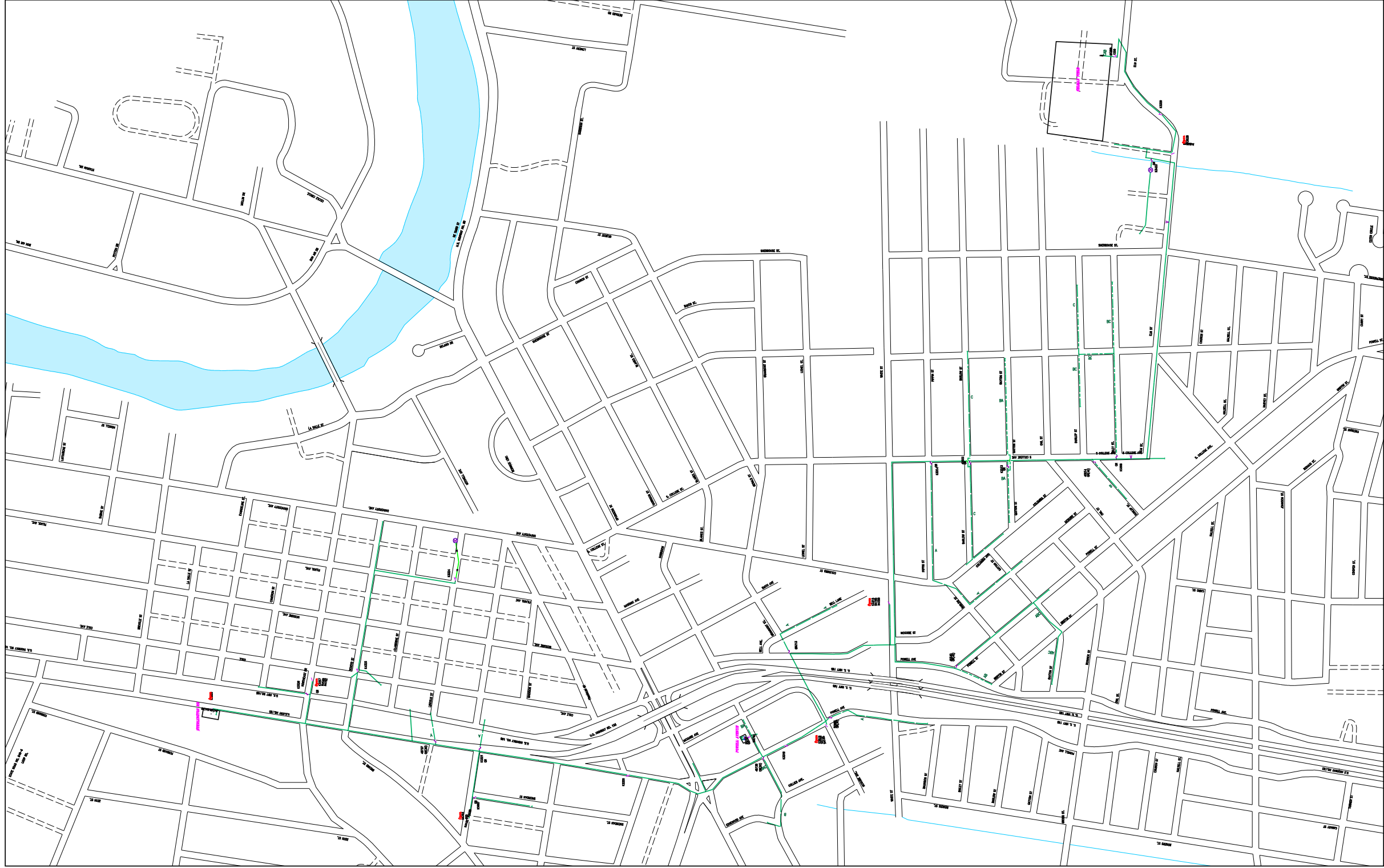
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01/11/13

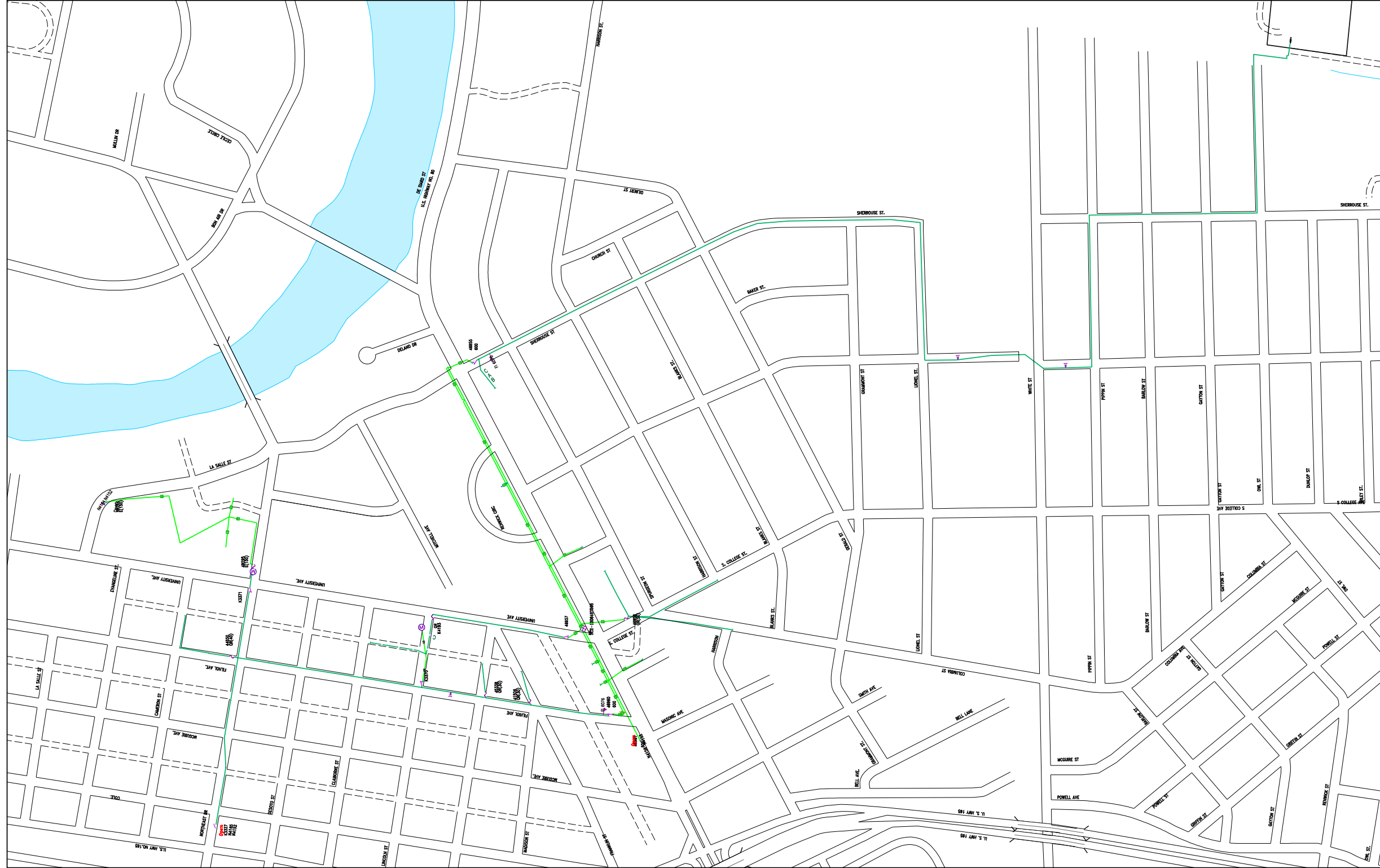




# EXISTING INFRASTRUCTURE



# EXISTING INFRASTRUCTURE



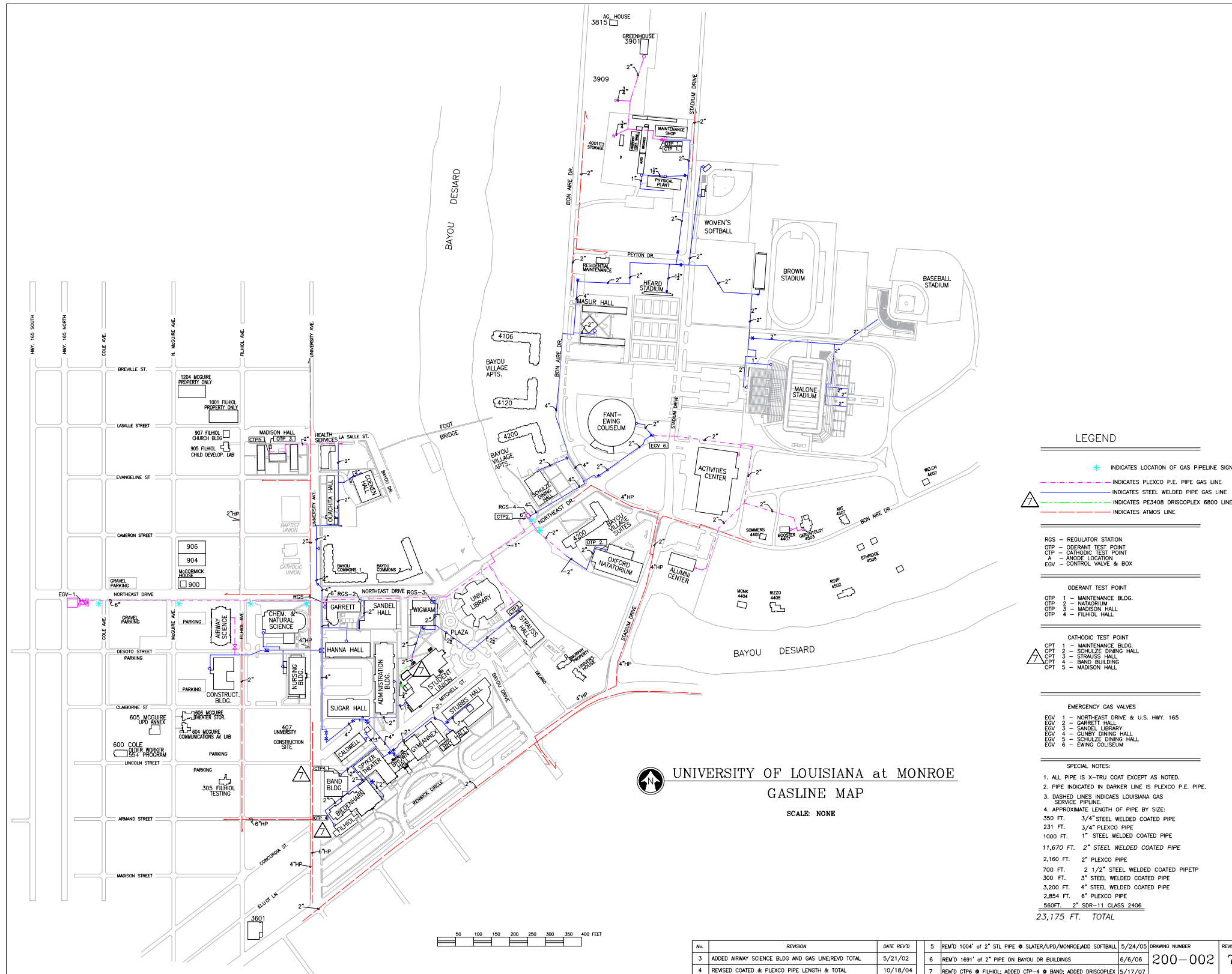
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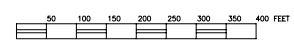


### LEGEND

- \* INDICATES LOCATION OF GAS PIPELINE SIGN
  - INDICATES PLEXICO P.E. PIPE GAS LINE
  - INDICATES STEEL WELDED PIPE GAS LINE
  - INDICATES PE3408 DRISCOPLX 6800 LINE
  - INDICATES ATMOS LINE
- 
- RGS - REGULATOR STATION  
 OTP - ODERANT TEST POINT  
 CTP - CATHODIC TEST POINT  
 A - ANODE LOCATION  
 EV - CONTROL VALVE & BOX
- 
- ODERANT TEST POINT  
 OTP 1 - MAINTENANCE BLDG.  
 OTP 2 - NATATORIUM  
 OTP 3 - MADISON HALL  
 OTP 4 - FILHOL HALL
- 
- CATHODIC TEST POINT  
 CPT 1 - MAINTENANCE BLDG.  
 CPT 2 - SCHULZE DINING HALL  
 CPT 3 - STRAUSS HALL  
 CPT 4 - BAND BUILDING  
 CPT 5 - MADISON HALL
- 
- EMERGENCY GAS VALVES  
 EVG 1 - NORTHEAST DRIVE & U.S. HWY. 165  
 EVG 2 - GARRETT HALL  
 EVG 3 - SANDEL LIBRARY  
 EVG 4 - GUNBY DINING HALL  
 EVG 5 - SCHULZE DINING HALL  
 EVG 6 - EWING COLISEUM

### SPECIAL NOTES:

1. ALL PIPE IS X-TRU COAT EXCEPT AS NOTED.
2. PIPE INDICATED IN DARKER LINE IS PLEXICO P.E. PIPE.
3. DASHED LINES INDICATES LOUISIANA GAS SERVICE PIPELINE.
4. APPROXIMATE LENGTH OF PIPE BY SIZE:  
 350 FT. 3/4" STEEL WELDED COATED PIPE  
 231 FT. 3/4" PLEXICO PIPE  
 1000 FT. 1" STEEL WELDED COATED PIPE  
 11,670 FT. 2" STEEL WELDED COATED PIPE  
 2,160 FT. 2" PLEXICO PIPE  
 700 FT. 2 1/2" STEEL WELDED COATED PIPE  
 300 FT. 3" STEEL WELDED COATED PIPE  
 3,200 FT. 4" STEEL WELDED COATED PIPE  
 2,854 FT. 6" PLEXICO PIPE  
 560 FT. 2" SDR-11 CLASS 2406  
**23,175 FT. TOTAL**



# EXISTING INFRASTRUCTURE



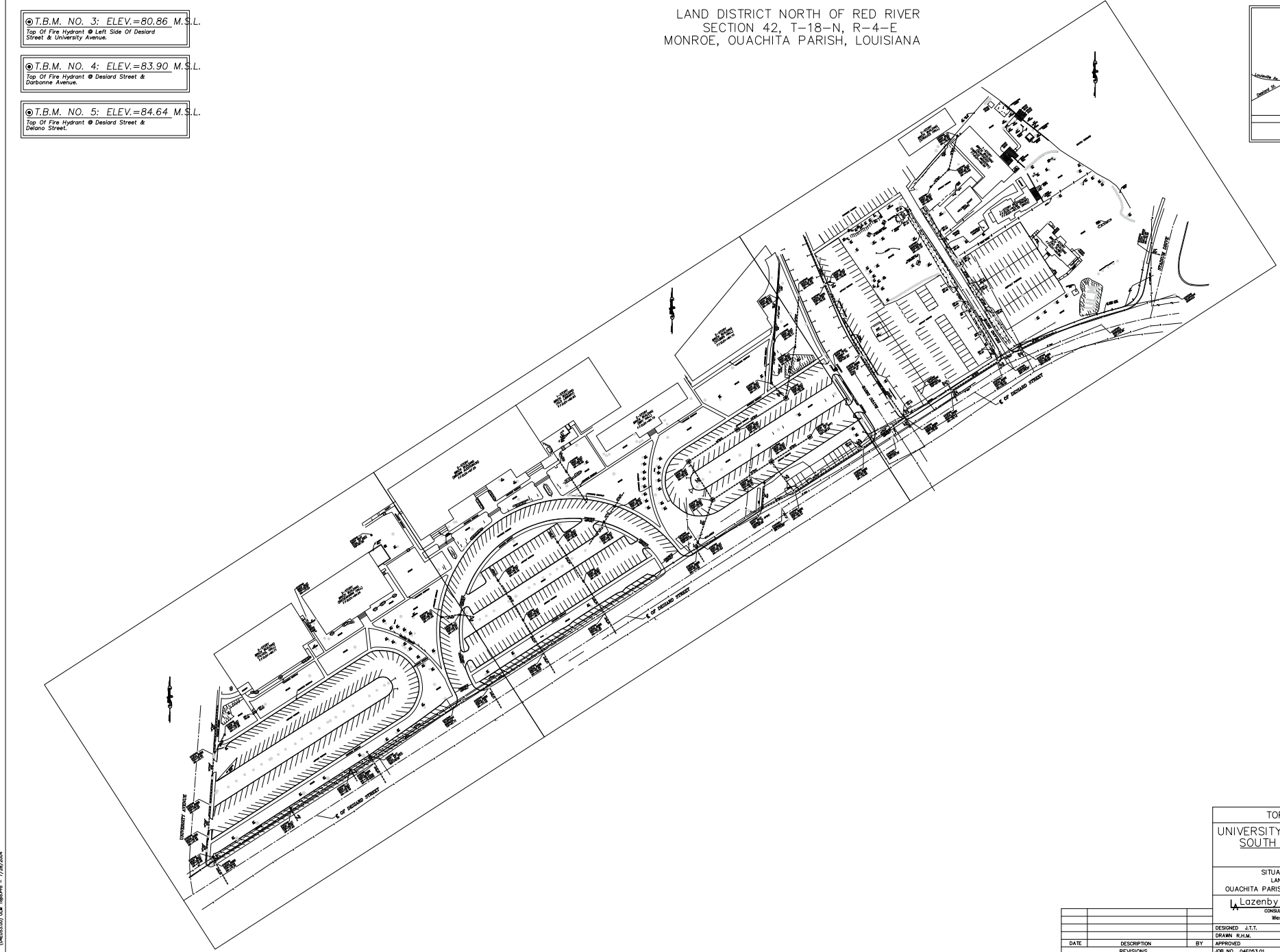
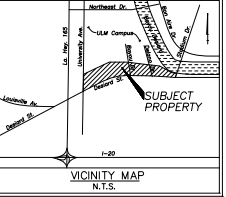
# EXISTING INFRASTRUCTURE

**FLOOD ZONE DATA:**  
 Property is located in Flood Zone "X" shaded as shown on Flood Insurance Rate Map for Ouachita Louisiana, and Incorporated Areas, Map No. xxxxxxx E effective March 15, 1994.

**SURVEYOR'S CERTIFICATION**  
 I, Kevin E. Crosby, P.L.S., a Licensed Professional Surveyor in the State of Louisiana, do hereby certify that I have performed a Class "C" Survey in accordance with the Minimum Standards For Property Boundary Surveys as established by the Louisiana Professional Engineering and Land Surveying Board and to the best of my knowledge this is a true representation of that survey.  
 Kevin E. Crosby, P.L.S. No. 4901 Date

- ⊙ T.B.M. NO. 3: ELEV.=80.86 M.S.L.  
 Top Of Fire Hydrant ⊙ Left Side Of Desiard Street & University Avenue.
- ⊙ T.B.M. NO. 4: ELEV.=83.90 M.S.L.  
 Top Of Fire Hydrant ⊙ Desiard Street & Orleans Avenue.
- ⊙ T.B.M. NO. 5: ELEV.=84.64 M.S.L.  
 Top Of Fire Hydrant ⊙ Desiard Street & Orleans Street.

LAND DISTRICT NORTH OF RED RIVER  
 SECTION 42, T-18-N, R-4-E  
 MONROE, OUACHITA PARISH, LOUISIANA



TOPOGRAPHIC SURVEY  
 UNIVERSITY OF LOUISIANA AT MONROE  
 SOUTH CAMPUS PARKING LOT  
 DESIARD STREET  
 MONROE, LOUISIANA  
 SITUATED IN SECTION 42, T-18-N, R-4-E  
 LAND DISTRICT NORTH OF RED RIVER  
 OUACHITA PARISH, LOUISIANA  
 Lazenby & Associates, Inc.  
 CONSULTING ENGINEERS & LAND SURVEYORS  
 West Monroe, Louisiana

DATE	DESCRIPTION	BY	APPROVED	DATE	SCALE	SHEET
				JULY, 2004	1" = 80'	1 OF 4



# PROPOSED KANSAS LANE CONNECTOR

