

QUESTIONS ON THE ADMINISTRATIVE PROCESS

L. CPC

~~xxx~~  
a. Who is the CPC? Our report calls for representative users of the campus. How shall a representative user be defined? ~~Should it be xxxxxx~~

A representative user could be any fulltime student Faculty or Staff person who's place of work is on the campus. (should this include members of organizations which are on campus but not a part of the University proper e.g. the people at the State Board office.)

B. Are there any other requirements for membership to the CPC  
~~Should it be xxxxxx~~

Faculty: should they be tenured, should they have teaching appointments? What if they are tenured but work in capacity of administrators such as Lalllllllllas or half and half positions.

Students: Must students have a certain longevity on campus? In other words would it be O.K. to have a student that ~~is~~ has ~~not~~ not spent any time on the campus. I guess this must be answered for all categories of membership.

Staff: Who -is included in this definition. I believe at the present time there is no distinction between the definition of a staff <sup>Member and</sup> ~~xxxxxxx~~ an ~~administrative~~ administrative designation. I think we should definitely split this definition as follows:  
A staff member is any employee other than faculty that is not affiliated with the President's staff. This rule would ~~make~~ prevent a bias on the CPC from coming about.

Administrative: ~~Maybe~~ These persons would tend to represent ~~the~~ more official view or the president's wishes. He or they could be appointed by the President

Permanant Members: Should OPIR or Ray Hawk or someone in a very official capacity have a permanent membership on the Cpc. Would this slot have a vote?

~~Ex~~ Consulting Members: Should physical plant and/or OPIR ~~XXXX~~ be required to have a membership on the CPC in order to assure their presence at all meetings? Should these persons have vote? I don't think -so. They should be ~~XXXX~~ at all meetings ;and provide ~~XXXX~~ consulting help.

C. ~~XXXXXX~~ Size and make up of the Committee

- a. Size of the Committee should be ~~xx~~ small enough to be able to meet together and discuss a problem (i.e. the smaller the better) but it must be large enough to take on all the various tasks performed by sub-committees.
- b. Composition of the committee. What are the ratios of membership

D. Term of office. ~~XXXXXX~~

- a. I think one cannot expect more than a two year membership commitment. ~~XXXX~~ It would be better to have three year appointments so that persons on the committee ~~t~~ could see a project ~~XXXXXX~~ to fruition. I could imagin that many decision may have to be made all along the way until ~~XXXXXX~~ a project is built. Question is whether it is reasonable to expect people to stay longer than ~~X~~ 2 years.
- B. Built into the appoinments we need overlap ~~XXXXXX~~ to insure continuity. ~~XXXXXX~~ Thus the date of appointments is crucial. This overlap should also occur in each catagory of membership.

E. Quorum

- a. Quorum should be a function of size and number of persons from each catagory. For example lets say there are

12 members and the President of the CPC. for each of the four categories there are three members, A quorum could be at least Nine members of the committee without more than one person missing from ~~xxxxxxx~~ each category of membership. This may be too harsh a rule . Maybe it should be a Nine ~~xxxx~~ member quorum with at least one member from each ~~xxxx~~ category.

Y

F. Voting ~~xxxx~~

This issue is quite crucial. I think in terms of ~~xxxxxxx~~ sending recommendations to the President that there should be unanimous agreement as to project priorities. voting for inclusion of a project maybe should only require two thirds of a quorum.

## II. Project teams

- a. Our report currently reads: "any user group on campus, who find their part of the environment unsatisfactory, may form a project ~~xx~~ team." This seems somewhat ~~xxxxx~~ too loose to implement, Yet, the spirit is to encourage anyone to come forward. ~~possibility~~ I think what is required here is at least a statement regarding the composition of a project team. This statement could be the following:

A project team must consist of persons who are representative of the environments it intends to ~~improve~~ repair or build. ~~Assurance of~~ Assurance of proper representation is ~~not~~ not given prior to the initiation of a project. ~~It is the responsibility of team to determine~~ It is the responsibility of team to determine ~~and~~ the ~~proper~~ proper user representation. The team ~~is~~ has the right to request review of the representation issue at any time by the Sub-Committee of the CpC in charge of user representation. ~~Every~~ Every project at some point must be cleared through this ~~sub-committee~~ sub-committee ~~prior to project approval.~~ prior to project approval.

- b. Further responsibilities of the project team should be to post a notice declaring that a project is being considered at a particular place. The notice should include a very brief description of the ~~problem~~ need for the project with clear description of how any passerby might contact the project team ~~to find out more about the project.~~ to find out more about the project. This posting should be mandatory and a specific time period set for its posting. It might be best to say that once a site is chosen this posting should ~~be~~ be put in place. Such a posting should hold for all level projects including small repairs.

### C. Site Selection:

For those projects requiring ~~a~~ use of new land ~~must~~ should go through some process whereby a site is selected. The present way of selecting a site is through the Site selection sub-committee. Maybe a project team should go to this committee before they go into full scale design.

D. Projects initiated by OPIR.

There will be some ~~projects~~ needs which will not be recognized by the users, but in the opinion of OPIR or the CPC should be constructed. If this occurs then OPIR or the CPC should advertise for ~~users~~ the type of users qualified for the project.

E. Determination of eligibility for project Teams.

Not all persons ~~will~~ will be qualified to take part on a project team. ~~Only~~ only the users of the environment to be ~~designed~~ designed. Question is how to define users ~~for~~ for various parts.

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