POLICY

1.1 Statement of Intent

It is Oklahoma State University Policy to establish and maintain a Facilities Planning and Space Utilization Committee (hereinafter referred to as the Committee). The Committee is responsible for the orderly development and prudent use of all University physical resources, including land and facilities. The Committee will function as the University’s omnibus planning committee.

1.2 Scope of Responsibility

The Committee shall be concerned with the inventory, assignment, planning, programming, design, acquisition, implementation, utilization, renovation, conversion, and ultimate disposition of the following elements:

- Land
- Facilities
- Infrastructure
  - Pedestrian Movement
  - Vehicular Movement
  - Parking
  - Utilities
  - Other
- Outdoor Environment
  - Hardscapes
  - Softscapes
  - Campus Lighting
  - Communications
- Other
  - Marking and Identification Systems
  - Naming of University Facilities
  - Displaying Creative Works
  - Accessibility to All
  - Historical Heritage
  - Protection of the Environment
  - Local, Municipal, and Regional Integration
1.3 Committee Membership and Chair

A. The membership of the Committee shall include:

- Provost and Senior Vice President, Academic Affairs
- Vice President for Administration and Finance
- Vice President for Research
- Vice President for Student Affairs
- Vice President for Enrollment Management and Marketing
- Vice President for Diversity
- Vice President for Agricultural Programs
- Vice President for University Relations
- Associate Vice President/Chief Budget and Planning Officer
- Director of Physical Plant Services/Chief Facilities Officer
- Director of Long Range Facilities Planning
- Representative – Americans with Disabilities Act Compliance Office
- Representative – Risk and Property Management
- Representative – Office of Public Safety
- Representative – Oklahoma State University Foundation
- Faculty Representative – appointed by Faculty Council
- Staff Representative – appointed by Staff Advisory Council
- President/CEO of the OSU Alumni Association
- Student Representative–appointed by Student Government Association
- Student Representative – appointed by Graduate Student Association

B. Committee Chairperson: The Vice President for Administration and Finance

**PROCEDURE**

2.1 Requests for Action

Individuals and departments shall present requests for Committee review and/or action by submitting requests through their respective dean or vice president (or designated representative), who will then submit them to the Committee Chair.

2.2 Meetings

The Chair of the Committee shall call periodic Committee meetings, receive and address inquiries from the various campus communities, publish meeting agendas, and record minutes of the meetings.

2.3 Committee Relationships

The Committee may, from time to time, create standing or special purpose subordinate committees to address topical questions concerning any aspect of the physical resources of the University. In addition to seeking the advice of such subordinate committees, the Committee will work closely with other related campus committees and units for the purpose of developing unified and harmonious campus concepts throughout the University system.