

Rock Creek Campus
Bond Internal Steering Committee (BISC) Meeting Notes – Meeting #2
1/11/10

In Attendance: Dave Rule, Birgitte Ryslinge, Barbara Linn, Gina Whitehill-Baziuk, Narce Rodriguez, Karen Sanders, Karen Sanders, Ginger Smith, Walter Morales, Shannon Baird, Geuiff Hernandez, Grant Bennett, Jason Miller, Alec Holser, James Meyer, Sherry Dugan

Chair: Dave Rule

Agenda: See attached

1. Welcome and re-introductions as needed

- List of BISC members & contact information will be distributed. Responsibility -- Dave Rule

2. Establishing BISC Meeting Norms

Dave distributed and discussed the Work Session Norms handout that will serve as the “ground rules” for the BISC committee (see attached). It was also agreed that all information distributed during these meetings are to be considered “working documents”, subject to change during the meeting they are distributed or as needed in the future by mutual consent. In addition the committee can expect all handouts will be hole punched and ready to be inserted in the committee’s BISC binders. If anyone has questions that can not be covered in the meeting be sure to e-mail Dave. He will make sure that these questions or issues are addressed.

- Responsibility: -- Dave Rule

It was mentioned that the BISC meetings are open and there are others that may regularly attend: i.e., ex officio members & others when the committee wants input or recommendations.

Committee members are encouraged to discuss the meetings and share materials with others, bringing back any comments/suggestions they may get. All agreed

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that face to face contact is a better way of communicating than just information is distributed via written documents (e.g., email blasts, newsletters, etc.).

If anyone knows of campus meetings being held that Dave, Birgitte, Barb or Gina can attend it would be a great opportunity to discuss progress and an opportunity to invite others to get involved in the bond planning.

- Responsibility – All will inform Dave, Birgitte, Barb or Gina of opportunities to speak regarding the Bond, its progress, and opportunities at Rock Creek.

3. Campus plan (Opsis & Barb Linn)

a. Schedule: Rock Creek Campus Master plan timeline and planning process were discussed and a few revisions will be coming. (See attachments) It was discussed and agreed that the RC master plan is scheduled to be completed by June. This will allow work to continue smoothly over the summer as well as provide the ground work for continued design discussions when everyone returns in September.

- Responsibility for updating timelines -- Opsis.

Other discussions regarding Campus Master Plan: e.g., should we call it something else; e.g., simply “Campus Plans”? It was agreed that we may need a smaller group than BISC and, additionally, we need to stick to bond guiding principles and Version 1.6. We need a deliverable plan at the end of master planning process. The RFP for the architect should be looked at for what the expectations were to see what specific things should be included in Master Plan.

- Responsibility – Barbara

b. Goals: Cascade Campus has their Campus Mission Statement in the section ‘Guiding Principles’ in BISC notebooks. Discussion if RC needed a Mission Statement too. Several opinions were shared and it was decided that Rock Creek

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should have one and it should be complementary NOT contradicting to what is in Bond v1.6, may need more input to construct than BISC committee members.

There are 3 different mission statements:

- Institution
- Campus
- Bond Mission Statement

This committee needs to focus on the campus Bond mission statement.

➤ Responsibility: Barbara Linn

Mission statements are usually too long and too broad. Wording might want to include something like; maintain and highlight rural heritage, should avoid using references that include architectural footprints.

4. **Process:** Birgitte went over the communities of interest logistics handout.

a. & c.: Time was running short so, these were handout out.

➤ Responsibility: Birgitte to send out digital version to COI chairs for comment & input

b.: time ran short and we were not able to complete the break out activities

5. Gina went over the plan for the Launch Celebration on February 1 from 12-1:30 at RC 9/122A&B (Event Center).

- The invitees will include internal (90%) & external people (10%).
- Event will include introductions, food, music, and brief overview of the bond and explain the set-up of the room.
- The set up will include 5 larger tables with chairs, small tables with no chairs (so people mingle). Each larger table will have the name of one of the COIs, the

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COI chairs will be at the tables to talk with attendees & see if they would like the “opportunity” to get involved.

- There will be 6 large poster size papers on wall & Post-it-Notes available for the attendees to post any comments/suggestions they may have.

Misc. topics

- Shannon: Ideo Design on You Tube is very good and everyone on the committee should watch it. Shannon will send link. Time of COI meetings is very important. Birgitte & Barb to meet with COI chairs & set schedules. Responsible: Birgitte Ryslinge
- Early information (Agenda) 1 week in advance would be helpful for committee members to give them an opportunity to give input prior to meetings and also give members time to prepare any information that they may need to bring to the meetings.
- Barb will attend all COI meetings.

Remember this is all new and no one knows everything and there are others to assist you.

Next Steps:

1. List of BISC members & contact information. Responsible: Dave Rule
2. Revisions to Rock Creek Campus Master plan and the planning process timelines will be coming. Responsible: Opsis.
3. Committee needs to focus on the Campus statement. Responsible: Barbara Linn
4. Birgitte & Barb to have COI chair meeting to set meeting dates. Responsible: Birgitte Ryslinge
5. Watch Ideo design video on You Tube

NEXT BISC MEETING: Feb. 1 (After Launch Celebration)