Analysis Questions and Analysis Answers

For Administrative Support and Student Support Units

Informed by your assessment activities, what changes have you made in your unit in the last three to five years? Describe the changes, the general results that prompted the changes, and the impact on your unit’s clients/customers that you might attribute to these changes.

In 2005, with new development on the campus increasingly constrained, The University of Alabama determined it needed a vision and strategy for the best use of the university's lands, both within and beyond the current academic core. After two years of intense work, a new master plan for the UA campus (hereafter referred to as the campus master plan) had been completed and adopted by University's Board of Trustees. The campus master plan provides the university with an integrated framework to guide its long range physical development over a 30 – 60 year time frame. In the five years since, enrollment surged, new buildings opened, the 168-acre Bryce hospital campus was added, and the April 27 tornadoes struck.

All these changes and events inform the shape of the 2012 campus master plan, which was finalized and adopted by the Board of Trustees in November 2012. In addition, the plan was shaped by 1,700 responses gathered in an online survey conducted during 2011, and by responses in meetings across campus where ideas were presented by master plan consultants and University Planner Dan Wolfe.

As a result of the SACS Assessment, University Planning initiated new processes to improve monitoring and tracking the utilization of the Campus Master Plan to provide the Administration and Board of Trustees the integrated framework to guide its long-range physical development. Both the Campus Master Plan Committee and the Landscape and Grounds Committee had been formed but functioned informally without monitoring documentation. Now both committees have formal agendas and minutes are taken with attendance noted. These procedures have allowed University Planning to:

- Document the accomplishments made during the implementation of the campus master plan and the degree to which the goals, objectives and policies have been achieved;
- Identify obstacles or problems that impacted the achievement of goals, objectives, or policies;
- Identify the need for new or modified goals, objectives, or policies needed to correct unanticipated and unforeseen problems and opportunities that have occurred since adoption of the campus master plan;
- Identify ways that the campus master plan should be amended to address identified emerging opportunities.

The SACS Assessment also prompted University Planning to increase emphasis in communication with UA constituency through a series of presentations that included

- University Planner conducting seven presentations that detailed construction projects progress and implementation of the Campus Master Plan.
- Landscape Architect conducting two presentations that explained the landscaping standards at the University.
- University Planning Grants Manager conducting two training courses to develop skills to successfully garner external funding to support academic and administrative endeavors.

Mission / Purpose

University Planning and Design is responsible for the collaborative planning for the present and future physical campus needs of the University. The department maintains and updates the University's Campus Master Plan which provides design guidelines and concepts for development of the University's buildings, grounds and infrastructure. The Plan ensures consistent long-range growth for elements that are needed to create a more inviting, unified, safe, and aesthetically pleasing campus. It incorporates gateways to the University, traffic engineering, pedestrian access, signage, wayfinding, campus bicycling, and parking as well as a landscape master plan.

Goals

G 1: Facilitate the orderly development of the campus in a way that enriches the institution and meets the needs of the community.

University Planning & Design will facilitate the orderly development of the campus in a way that enriches the resource, meets the needs of the community, and enhances the image, experience, and culture of the University. University Planning and Design is responsible for the Campus Master Plan and its implementation, and participates in Capital Planning for the University.
OthOtcm 1: Campus Master Plan will serve as a basis for all capital projects providing guidelines and policies that enhance the University.

Ensure that the Board of Trustees' approved Campus Master Plan will serve as a basis for all capital projects.

Connected Documents
- Campus Master Plan Final Draft
- Facilities Planning Timetable
- Virtual Campus Tour weblink

Related Measures

M 1: Track All Capital Project Requests

Track all capital project requests (major and minor) and subsequent ongoing construction activities to ensure that they are in accordance with the Board of Trustees' approved Campus Master Plan. This review and assurance will be made during the University Planner's participation in weekly Construction Administration Project Management meetings.

Source of Evidence: Client satisfaction survey (student, faculty)

Connected Documents
- Campus Master Plan Input list
- Facilities Planning Timetable

Target:
No target established.

Finding (2013-2014) - Target: Met

University of Alabama Construction Administration conducts weekly Construction Progress Meetings to discuss/review all pertinent project information as a means to monitor capital project progress. Team members attending the weekly meetings include Construction Administration executive staff, project management staff, external general contractors, University Planner, and Landscape Architect. All participants at the meeting are familiar with the projects on the list to be discussed and authorized to conclude matters relating to their scope of work. The objective of University Planning during the construction meetings is to be a pro-active presence on all capital projects as well as a partner to all of the other team members on the project. The University Planner specifically is responsible for monitoring all capital projects to ensure consistency with the Campus Master Plan. During 2014, the University Planner attended 95 percent of the Construction Progress Meetings.

Related Action Plans (by Established cycle, then alpha):

Constituent Survey

University Planning sponsored and participated in a series of meetings with UA constituents to gather feedback on how well the campus meets their needs. The feedback guided the development of the Campus Master Plan. The Campus Master Plan is completed with presentation to the Board of Trustees schedules for September 2012 and final approval expected in October 2012. Now that the Campus Master Plan is completed, University Planning wants to continue to gather feedback to gauge constituent satisfaction with the campus, and understand where improvement may be needed. The following actions will be taken:

1. Conduct Campus Master Plan Presentations to university and community audiences. University Planning will conduct a series of presentations to train campus users on updated master plan and gather feedback to how well the campus meets the need of users.
2. Results will be used to determine if additional information or training is needed for campus users on updated master plan.

Established in Cycle: 2011-2012
Implementation Status: Planned
Priority: Hgh

Relationships (Measure | Outcome/Objective):
- Measure: Track All Capital Project Requests | Outcome/Objective: Campus Master Plan will serve as a basis for all capital projects providing guidelines and policies that enhance the University.

Implementation Description: Feedback from meetings, presentations, e-mail messages, newspaper articles and editorials, will be analyzed to determine the results of campus planning.

Responsible Person/Group: Dan Wolfe, University Planning

Additional Resources: None identified to date.

Trainings

Facilities planning will continue to offer presentations and trainings to the faculty and staff related to the Campus Master Plan. A new component of this effort will be a presentation prepared and conducted by the Landscape Architect.

Established in Cycle: 2012-2013
Implementation Status: Planned
Priority: Hgh

Relationships (Measure | Outcome/Objective):
- Measure: Track All Capital Project Requests | Outcome/Objective: Campus Master Plan will serve as a basis for all capital projects providing guidelines and policies that enhance the University.

Projected Completion Date: 08/2014
Responsible Person/Group: Bonner Lee
**M 2: Compare Annual Capital Budget Submission to Master Plan**

Compare all capital requests submitted for Board of Trustees approval to ensure correlation to the Master Plan. Any capital project request that is not in correlation to the Master Plan must first obtain an amendment to the Master Plan approved by the BOT to come into line with the Plan. Amendments will be tracked and reported.

Source of Evidence: Client satisfaction survey (student, faculty)

**Connected Document**
Facilities Planning Timetable

**Target:**
No target established

**Finding (2013-2014) - Target: Met**
During 2013-2014, University Planning regularly reviewed and monitored campus development activity in the context of the Campus Master Plan; reviewed capital project plans for adherence to the overall planning principles and strategies; ensured appropriate consultation with, and make recommendations to, the University of Alabama Board of Trustees for amendments to the Campus Master Plan, Architectural Control Guidelines and Landscape Design Guidelines as necessary and relevant. These reviewing processes ensured University Planning compared all capital projects budgeted by the Board of Trustees were consistent with the Campus Master Plan.

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**OthOtcm 2: Improve Communications to Campus Constituents**

Improve communications to campus constituents applicable to compliance with the Campus Master Plan including Landscaping requirements.

**Connected Document**
Facilities Planning Timetable

**Related Measures**

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**M 3: Survey Campus Constituents**

Garner feedback from campus constituents via surveys to determine the effectiveness of outreach efforts related to the Campus Master Plan. Surveys will be made available on the website for the Campus Master Plan and at various training and informational presentations offered by University Planning and Design.

Source of Evidence: Benchmarking

**Connected Documents**
Campus Master Plan Consultant Schedule
Facilities Planning Timetable

**Target:**
No target established.

**Finding (2013-2014) - Target: Met**
University Planning also increased emphasis in communication with UA constituency through a series of presentations that included:

- University Planner conducted seven presentations that detailed construction projects progress and implementation of the Campus Master Plan.
- Landscape Architect conducted two presentations that explained the landscaping standards at the University.
- University Planning Grants Manager conducted two training courses to develop skills to successfully garner external funding to support academic and administrative endeavors.

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**M 4: Feedback from Campus Master Plan Committee**

Feedback for improvement and opportunity to reinforce understanding of the Campus Master Plan will be obtained via the routine scheduled meetings of the Campus Master Plan Committee. Recommendations will be captured via the Minutes of the Meetings.

Source of Evidence: Benchmarking

**Connected Documents**
Campus Master Plan Consultant Schedule
Facilities Planning Timetable

**Target:**
No target established.

**Finding (2013-2014) - Target: Met**
Over the course of the 2013-2014 year, University Planning met regularly with the Campus Master Plan Committee, which included student, faculty, staff, alumni, and administration representation, to solicit feedback and direction on the master plan's development and implementation. The Master Plan Committee worked to develop a Campus Master Plan that will maintain the historical and architectural integrity and beauty of the campus, while addressing the expectations of current and future students, faculty and staff. It is important for the Committee to understand that the Master Plan is an ongoing process; as the University's needs change so will this document. The meetings not only monitor progress of the campus physical development but also facilitated dialogue and provided an understanding of how people use the campus.
M 5: Feedback from Campus Landscape and Grounds Committee Meeting

Feedback for improvement related to landscaping initiatives will be obtained via the routine scheduled meetings of the Campus Landscape and Grounds Committee Meeting.

Source of Evidence: Benchmarking

Connected Document
Facilities Planning Timetable

OthOtcn 3: Increase efforts to Secure External Grant Funding

Increase efforts to secure external grant funding with emphasis on university planning and design related projects.

Connected Document
Facilities Planning Timetable

Related Measures

M 6: Track Number of Trainings for Securing Grant Funding

Track number of trainings offered to departmental staff related to externally funded grant opportunities.

Source of Evidence: Benchmarking

Connected Document
Facilities Planning Timetable

Target:
No target established.

M 7: Track Grant Applications/Proposals

Compare external funding opportunities shared to submissions of grant applications/proposals.

Source of Evidence: Climate / Environment

Connected Documents
Landscape and Grounds Committee Meeting Minutes

M 8: Benchmark "Funded" Grant Awards

Grant applications/proposals that result in grant awards will be benchmarked.

Source of Evidence: Discussions / Coffee Talk

Connected Documents
Landscape and Grounds Committee Meeting Minutes
Landscape Committee Minutes
Landscape Committee Minutes
Landscape Committee Minutes
Landscape Committee Minutes
Landscape Committee Minutes
Landscape Committee Minutes
Landscape Committee Minutes

Details of Action Plans for This Cycle (by Established cycle, then alpha)

Constituent Survey

University Planning sponsored and participated in a series of meetings with UA constituents to gather feedback on how well the campus meets their needs. The feedback guided the development of the Campus Master Plan. The Campus Master Plan is completed with presentation to the Board of Trustees scheduled for September 2012 and final approval expected in October 2012. Now that the Campus Master Plan is completed, University Planning wants to continue to gather feedback to gauge constituent satisfaction with the campus, and understand where improvement may be needed. The following actions will be taken:

1. Conduct Campus Master Plan Presentations to university and community audiences. University Planning will conduct a series of presentations to train campus users on updated master plan and gather feedback to how well the campus meets the need of users.
2. Results will be used to determine if additional information or training is needed for campus users on updated master plan.

Established in Cycle: 2011-2012
Implementation Status: Planned
Priority: High

Relationships (Measure | Outcome/Objective):
**Measure**: Track All Capital Project Requests | **Outcome/Objective**: Campus Master Plan will serve as a basis for all capital projects providing guidelines and policies that enhance the University.

**Implementation Description**: Feedback from meetings, presentations, e-mail messages, newspaper articles and editorials, will be analyzed to determine the results of campus planning.

**Responsible Person/Group**: Dan Wolfe, University Planning

**Additional Resources**: None identified to date.

**Shared Grant Matrix Report**

The 2011 SACS Assessment report provided an opportunity for University Planning to examine the way it tracks external funding opportunities it shares with the UA community. In order to better track shared funding opportunities, University Planning developed and instituted a Shared Grant Matrix Report in October 2011. The matrix was used to provide measurability for its efforts to increase external support for a variety of UA physical assets, administrative services, and academic programs. The Matrix identifies the funding source, the funding opportunity, who the grant was shared with, the grant financial potential, and if the grant opportunity was pursued. The matrix was originally developed in October 2011 and has been refined throughout the year. The development of the tool is considered completed.

**Established in Cycle**: 2011-2012

**Implementation Status**: Finished

**Priority**: High

**Relationships (Measure | Outcome/Objective):**

**Measure**: Feedback from Campus Landscape and Grounds Committee Meeting | **Outcome/Objective**: Increase efforts to Secure External Grant Funding

**Implementation Description**: The data in the Shared Grant Matrix Report is collected monthly.

**Responsible Person/Group**: Jaccquelin Standridge, University Planning

**Additional Resources**: None identified to date.

**Trainings**

Facilities planning will continue to offer presentations and trainings to the faculty and staff related to the Campus Master Plan. A new component of this effort will be a presentation prepared and conducted by the Landscape Architect.

**Established in Cycle**: 2012-2013

**Implementation Status**: Planned

**Priority**: High

**Relationships (Measure | Outcome/Objective):**

**Measure**: Track All Capital Project Requests | **Outcome/Objective**: Campus Master Plan will serve as a basis for all capital projects providing guidelines and policies that enhance the University.

**Projected Completion Date**: 08/2014

**Responsible Person/Group**: Bonner Lee
Mission / Purpose

To provide an attractive, clean, comfortable, safe and healthy environment that is well maintained and functional for use by the University of Alabama community as we work, live, and learn.

Goals

G 1: Guide the planning and development of UA physical improvements

The goal of UA Planning is to guide the planning and development of physical improvements to areas on The University of Alabama campus that will draw people together for work and pleasure in a spontaneous and informal atmosphere.

Other Outcomes, with Any Associations and Related Measures, Targets, Findings, and Action Plans

OthOtcm 1: Maintain and implement the Campus Master Plan

UA Planning is responsible for maintaining and implementing the University Campus Master Plan. This plan provides a long term, campus-wide vision, which sets clear direction for coordinated action. The Master Plan provides for the acquisition of property, the delivery of new facilities, and the remodeling and renovation of existing facilities. In addition, proposals are developed for continued upgrades to life safety systems.

Connected Documents

- Campus Master Plan Final Draft
- Facilities Planning Timetable
- Virtual Campus Tour weblink

Related Measures

M 1: Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents

Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents.

Source of Evidence: Client satisfaction survey (student, faculty)

Connected Documents

- Campus Master Plan Input list
- Facilities Planning Timetable

Target:

No target established.

Finding (2012-2013) - Target: Met

Results Summary:

Based on the feedback University Planning gets at meetings, presentations, e-mail messages, newspaper articles and editorials, the favorable rating of campus growth is approximately 85% and the unfavorable rating is about 15%. The majority of the unfavorable feedback is based on the overarching concept of the master plan to move parking to the perimeter of campus and remove parking in the academic core. This primary master plan concept has resulted in a much more walkable, bike friendly, beautiful and safe environment for visitors, students, faculty and staff. However, it does result in students and employees having less convenient access to their vehicles. The “free to ride” transit system allows this concept to work by providing timely connection to all parts of campus.

Interpretation and Conclusion:

The large majority of comments are very positive and people are excited about the unprecedented growth of campus in both enrollment and physical improvements that has taken place over the past nine years. The master plan has guided that growth while respecting the history, culture and traditions of our campus.

Related Action Plans (by Established cycle, then alpha):

1. Conduct Campus Master Plan Presentations to university and community audiences.

Constituent Survey

University Planning sponsored and participated in a series of meetings with UA constituents to gather feedback on how well the campus meets their needs. The feedback guided the development of the Campus Master Plan. The Campus Master Plan is completed with presentation to the Board of Trustees schedules for September 2012 and final approval expected in October 2012. Now that the Campus Master Plan is completed, University Planning wants to continue to gather feedback to gauge constituent satisfaction with the campus, and understand where improvement may be needed. The following actions will be taken:

- University Planning will conduct a series of presentations to train campus users on updated
University Planning will conduct a series of presentations to train campus users on updated master plan and gather feedback to how well the campus meets the need of users.

2. Results will be used to determine if additional information or training is needed for campus users on updated master plan.

Established in Cycle: 2011-2012
Implementation Status: Planned
Priority: High

Relationships (Measure | Outcome/Objective):
Measure: Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents | Outcome/Objective: Maintain and implement the Campus Master Plan

Implementation Description: Feedback from meetings, presentations, e-mail messages, newspaper articles and editorials, will be analyzed to determine the results of campus planning.

Responsible Person/Group: Dan Wolfe, University Planning

Additional Resources: None identified to date.

Trainings
Facilities planning will continue to offer presentations and trainings to the faculty and staff related to the Campus Master Plan. A new component of this effort will be a presentation prepared and conducted by the Landscape Architect.

Established in Cycle: 2012-2013
Implementation Status: Planned
Priority: High

Relationships (Measure | Outcome/Objective):
Measure: Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents | Outcome/Objective: Maintain and implement the Campus Master Plan

Projected Completion Date: 08/2014
Responsible Person/Group: Bonner Lee

M 2: Feedback as to how well the University is accomplishing our Campus vision of preserving the campus core
Feedback from our facility, staff, students, alumni, and community as to how well the University is accomplishing our Campus vision of preserving the campus core, landmark structures, engaging open spaces and integrating new construction.

Source of Evidence: Client satisfaction survey (student, faculty)

Connected Document
Facilities Planning Timetable

Target:
No target established

Finding (2012-2013) - Target: Met

Results Summary:
The 2012 Campus Master Plan was completed on schedule, with a few minor exceptions, and presented to the Board of Trustees at their September 2012 meeting in Tuscaloosa. The Board then reviewed the document and several members submitted questions to the UA Planning Department regarding specifics of the plan. A sample of the questions and our responses are attached. The Board of Trustees approved the 2012 Master Plan at their November 2012 meeting, along with a Master Plan Amendment creating a new Sorority Village concept that allows for new and larger sorority houses to accommodate the growth, in the Greek System, on campus.

With the 2012 Master Plan substantially complete, the UA Planning Department began presenting the approved plan to the campus community. We have met with a large number of groups to outline the approved document and seek input from them as to how best to implement the plan with the least impact to the day to day operations of campus. See list of presentations attached. We have also made the entire master plan available online for easy access. Guests to the site can review the plan and send us their comments via e-mail.

Interpretation and Conclusions:
On whole the feedback has been positive. We will continue to review all comments, with our consultants, and react to the suggestions as appropriate.

Connected Documents
Campus Master Plan Committee Meeting Minutes
Campus Master Plan Committee Meeting Minutes
Campus Master Plan Power Point Presentation

OthOthm 2: Design growth patterns of the University of Alabama campus
Design growth patterns of the University of Alabama campus.

Connected Document
Facilities Planning Timetable

Related Measures

M 3: 75% of planning consultants for the master plan update will complete tasks on schedule.
75% of planning consultants for the master plan update will complete tasks on schedule.

Source of Evidence: Benchmarking

Connected Documents
Results Summary:
The 2012 Master Planning process, which begin in September of 2010 and concluded with Board of Trustee approval in November 2012, was a collaborative process that culminated in the consultants' deliverables being on schedule with three exceptions. First, the utility master plan for hot and chilled water distribution was delayed until July of 2013 because of a change in consultants and project scope requested by the university. The consultant, Burns McDonald Inc., delivered the documents as promised based on the new scope and new schedule. Second, the electrical distribution master plan was also delayed because of a change in ownership of the engineering firm contracted to do the work. We consented to the revised timeline because our intent was to present both utility sections of the plan at the same time. Therefore, the electrical distribution master plan was also delivered in July of 2013.

The third and final section of the 2012 plan that was delayed was the Sorority Village redevelopment. This delay occurred due to the unpredicted growth in the Greek system on campus. This was not part of the 2012 plan at the beginning of the process but became a high priority as the planning process was concluding. The Sorority Master Plan was created, approved by the sorority leadership and by the UA Senior Administration. The amendment to the master plan was presented and approved at the BOT meeting in November 2012.

Interpretation and Conclusion:
With the exception of the three tasks explained, all tasks were completed on schedule.

Connected Documents
Campus Master Plan Consultant Schedule
Facilities Planning Timetable

Finding (2012-2013) - Target: Met

Source of Evidence: Benchmarking

Connected Documents
Campus Master Plan Consultant Schedule
Facilities Planning Timetable

Target:
No target established.

Finding (2012-2013) - Target: Met

Results Summary:
Every five years the UA is required by BOT rule to present a new campus master plan or update the current plan. For the 2012 Master Plan, the 2007 Master Plan was updated to provide a plan for the newly acquired Bryce Hospital Property. Even though these were separate projects from a performance standpoint, they were both part of the same contractual agreement with our consultants and handled as one project. The consultant's delivery schedule was the same for both projects because they were delivered as one document.

Interpretation and Conclusion: The Bryce Hospital property was a key acquisition which required dedicated plans to guide land usage and development decisions. By incorporating the planning for the property into the overall 2012 Master Plan, the University has the appropriate information to proceed with construction and renovation projects.

Connected Document
Campus Master Plan Consultant Schedule

OthOtcm 3: Research grant-making organizations for garnering value through external grants.

Research grant-making organizations and analyze them to identify likely funding sources for specific projects and programs. Provide notice of opportunities for garnering value through external grants to likely interested UA faculty and staff.

Connected Document
Facilities Planning Timetable

Related Measures

M 5: 25% percent of funding opportunities shared will be submitted for funding.
Source of Evidence: Benchmarking

Connected Document
Facilities Planning Timetable

Target:
No target established.

Finding (2012-2013) - Target: Met

Results Summary:
University Planning refined its Shared Grant Matrix Report to provide expanded measurability for its efforts to increase external support for a variety of UA physical assets, administrative services, and academic programs. The Matrix identifies the funding source, the funding opportunity, who the grant was shared with, the grant financial potential, if a match portion is required, if the grant opportunity was pursued, and comments. The Matrix is updated quarterly. From October 2012 through June 2013, the Matrix reflects a total of 136 external grant opportunities which were shared with a variety of UA staff and faculty with 88
respondents indicating interest in submitting a proposal for the opportunity. Therefore, 64.7 percent of UA constituents pursued external support after receiving notice of external support opportunities from University Planning.

**Interpretation and Conclusion:**
University planning exceeded its goal of submitting proposals for at least 25% of the funding opportunities shared.

**Connected Documents**
- Grant Report
- Grant Report 10.30.12
- Grant report 12.20.12
- Grant Research Technical Assistance Presentation
- Shared Grants Annual Report

**Related Action Plans (by Established cycle, then alpha):**

**Shared Grant Matrix Report**
The 2011 SACS Assessment report provided an opportunity for University Planning to examine the way it tracks external funding opportunities it shares with the UA community. In order to better track shared funding opportunities, University Planning developed and instituted a Shared Grant Matrix Report in October 2011. The matrix was used to provide measurability for its efforts to increase external support for a variety of UA physical assets, administrative services, and academic programs. The Matrix identifies the funding source, the funding opportunity, who the grant was shared with, the grant financial potential, and if the grant opportunity was pursued. The matrix was originally developed in October 2011 and has been refined throughout the year. The development of the tool is considered completed.

**Established in Cycle:** 2011-2012
**Implementation Status:** Finished
**Priority:** High

**Relationships (Measure | Outcome/Objective):**
- Measure: 25% percent of funding opportunities shared will be submitted for funding.
- Outcome/Objective: Research grant-making organizations for garnering value through external grants.

**Implementation Description:** The data in the Shared Grant Matrix Report is collected monthly.

**Responsible Person/Group:** Jacuqeline Standridge, University Planning

**Additional Resources:** None identified to date.

**M 6:** 25% percent of proposals will be submitted for review 10 working days prior to the deadline
25% percent of proposals will be submitted for review 10 working days prior to the deadline.

**Source of Evidence:** Benchmarking

**Connected Document**
- Facilities Planning Timetable

**Target:** No target established.

**Finding (2012-2013) - Target:** Met

**Results Summary:**
University Planning submitted a total of 8 grant applications of which 5 were submitted to the Office of Sponsored Programs at least 10 days prior to due dates. Therefore 62.5 percent of proposals were submitted by the internal target date.

**Interpretation and Conclusions:**
University Planning exceeded the desired goal related to timely submission of grant proposals.

**Details of Action Plans for This Cycle (by Established cycle, then alpha):**

**Constituent Survey**
University Planning sponsored and participated in a series of meetings with UA constituents to gather feedback on how well the campus meets their needs. The feedback guided the development of the Campus Master Plan. The Campus Master Plan is completed with presentation to the Board of Trustees schedules for September 2012 and final approval expected in October 2012. Now that the Campus Master Plan is completed, University Planning wants to continue to gather feedback to gauge constituent satisfaction with the campus, and understand where improvement may be needed. The following actions will be taken:

1. Conduct Campus Master Plan Presentations to university and community audiences. University Planning will conduct a series of presentations to train campus users on updated master plan and gather feedback to how well the campus meets the need of users.
2. Results will be used to determine if additional information or training is needed for campus users on updated master plan.

**Established in Cycle:** 2011-2012
**Implementation Status:** Planned
**Priority:** High

**Relationships (Measure | Outcome/Objective):**
- Measure: Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents
- Outcome/Objective: Maintain and implement the Campus Master Plan
Implementation Description: Feedback from meetings, presentations, e-mail messages, newspaper articles and editorials, will be analyzed to determine the results of campus planning.

Responsible Person/Group: Dan Wolfe, University Planning

Additional Resources: None identified to date.

Shared Grant Matrix Report

The 2011 SACS Assessment report provided an opportunity for University Planning to examine the way it tracks external funding opportunities it shares with the UA community. In order to better track shared funding opportunities, University Planning developed and instituted a Shared Grant Matrix Report in October 2011. The matrix was used to provide measurability for its efforts to increase external support for a variety of UA physical assets, administrative services, and academic programs. The Matrix identifies the funding source, the funding opportunity, who the grant was shared with, the grant financial potential, and if the grant opportunity was pursued. The matrix was originally developed in October 2011 and has been refined throughout the year. The development of the tool is considered completed.

Established in Cycle: 2011-2012

Implementation Status: Finished

Priority: High

Relationships (Measure | Outcome/Objective):
Measure: 25% percent of funding opportunities shared will be submitted for funding, constituents |
Outcome/Objective: Research grant-making organizations for garnering value through external grants.

Implementation Description: The data in the Shared Grant Matrix Report is collected monthly.

Responsible Person/Group: Jacqueline Standridge, University Planning

Additional Resources: None identified to date.

Trainings
Facilities planning will continue to offer presentations and trainings to the faculty and staff related to the Campus Master Plan. A new component of this effort will be a presentation prepared and conducted by the Landscape Architect.

Established in Cycle: 2012-2013

Implementation Status: Planned

Priority: High

Relationships (Measure | Outcome/Objective):
Measure: Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents |
Outcome/Objective: Maintain and implement the Campus Master Plan

Projected Completion Date: 08/2014

Responsible Person/Group: Bonner Lee
Mission / Purpose
To provide an attractive, clean, comfortable, safe and healthy environment that is well maintained and functional for use by the University of Alabama community as we work, learn and live.

Goals

G 1: Guide the planning and development of UA physical improvements
The goal of UA Planning is to guide the planning and development of physical improvements to areas on The University of Alabama campus that will draw people together for work and pleasure in a spontaneous and informal atmosphere.

Other Outcomes, with Any Associations and Related Measures, Targets, Findings, and Action Plans

OthOtcm 1: Maintain and implement the Campus Master Plan
UA Planning is responsible for maintaining and implementing the University Campus Master Plan. This plan provides a long term, campus-wide vision, which sets clear direction for coordinated action. The Master Plan provides for the acquisition of property, the delivery of new facilities, and the remodeling and renovation of existing facilities. In addition, proposals are developed for continued upgrades to life safety systems.

Connected Document
Facilities Planning Timetable

Related Measures

M 1: Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents
Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents.
Source of Evidence: Client satisfaction survey (student, faculty)

Connected Document
Facilities Planning Timetable

Target: No target established.
Finding (2011-2012) - Target: Met
During the 2012 campus master planning process the UA Planning Department, along with our consultants, have met with a great number of groups from all sectors of the campus as well as the Tuscaloosa community (see attached list) and presented concepts for the new plan. Open forums were also held for anyone interested in providing feedback on the plan. By gathering feedback, the Campus Master Plan became a collaboration of thoughts and opinions that were provided by individuals that use the campus on a daily basis and not a document solely created by planners and consultants that, while being highly trained professionals, do not have the insight of the intricacies of how our campus works. We have produced a far better plan thanks to all who participated in this process.

During these meetings feedback from the groups was solicited and evaluated by all members of the design team. The conceptual plan was altered, changed or revised to reflect the comments received.

Related Action Plans (by Established cycle, then alpha):

Constituent Survey
University Planning sponsored and participated in a series of meetings with UA constituents to gather feedback on how well the campus meets their needs. The feedback guided the development of the Campus Master Plan. The Campus Master Plan is completed with presentation to the Board of Trustees schedules for September 2012 and final approval expected in October 2012. Now that the Campus Master Plan is completed, University Planning wants to continue to gather feedback to gauge constituent satisfaction with the campus, and understand where improvement may be needed. The following actions will be taken:

1. Create survey questions. University Planning conducted an on-line survey during the development of the Campus Master Plan. The on-line survey questions will be used so that comparison can be made. Additional questions may be developed to gather additional feedback.
2. University Planning will review survey results periodically to gauge satisfaction with the UA campus and identify issues or concerns that should be addressed.

Established in Cycle: 2011-2012
Implementation Status: Planned
Priority: High
Relationships (Measure | Outcome/Objective): Measure: Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents | Outcome/Objective: Maintain and implement the
Campus Master Plan

Implementation Description: University Planning will work with Office of Institutional Research & Assessment to conduct the survey online. Office of Institutional Research & Assessment will compile results for University Planning and University Planning will analyze results to identify and understand where improvements may be needed.

Responsible Person/Group: Dan Wolfe, University Planning

Additional Resources: None identified to date.

M 2: Feedback as to how well the University is accomplishing our Campus vision of preserving the campus core

Feedback from our facility, staff, students, alumni, and community as to how well the University is accomplishing our Campus vision of preserving the campus core, landmark structures, engaging open spaces and integrating new construction.

Source of Evidence: Client satisfaction survey (student, faculty)

Connected Document
Facilities Planning Timetable

Target: No target established

Finding (2011-2012) - Target: Met

The Academic Core of the University of Alabama is centered around a nearly twenty acre quadrangle affectionately known as “The Quad”. This lush, heavily treed parcel is considered the heart of the campus and is used for many functions and activities during the academic year. It is particularly famous for gameday activities when the Capstone hosts home football games in the fall. From a survey, conducted as a part of the 2012 Campus Master Plan, the respondents listed the Quad as the part of campus they most wanted protected and improved.

Conclusion:

Based on the feedback received, both from the survey and meetings with the campus community, a specific plan is being developed to widen the existing sidewalks, improve storm drainage and improve irrigation on the Quad. These improvements will be implemented thru a phased plan that will take several years to complete. Also, academic buildings around the Quad are being improved, renovated and restored. It is a high priority to preserve the campus core and the university is committed to make that happen.

OthOtom 2: Design growth patterns of the University of Alabama campus

Design growth patterns of the University of Alabama campus.

Connected Document
Facilities Planning Timetable

Related Measures

M 3: 75% of planning consultants for the master plan update will complete tasks on schedule.

75% of planning consultants for the master plan update will complete tasks on schedule.

Source of Evidence: Benchmarking

Connected Document
Facilities Planning Timetable

Target: No target established.

Finding (2011-2012) - Target: Met

100% of all consultants involved in the 2012 Campus Master Planning process delivered their work on time with two exceptions. Those exceptions are the Electrical Distribution Plan and the Regional Plants for the Hot and Chilled Water Distribution System. KPS, our master plan consultant changed sub consultants at the request of the University and therefore the reports from both of those engineering firms will be submitted to the Board of Trustees, in the form of an addendum, after the master plan has been approved. Again, this was not a consultant problem or poor performance but rather a change of scope by the University who decided it would be much more beneficial to pursue a different modeling deliverable with different consultants.

It should also be noted that the presentation of the 2012 Master Plan to the Board of Trustees is being delayed from the original schedule. However, this was decided by the UA Administration and not because the consultants could not provide the document for an earlier presentation.

M 4: 75% of planning consultants for the Bryce property transition will complete tasks on schedule

75% of planning consultants for the Bryce property transition will complete tasks on schedule.

Source of Evidence: Benchmarking

Connected Document
Facilities Planning Timetable

Target: No target established.
Finding (2011-2012) - Target: Met
100% of all consultants involved in the Bryce transition plan delivered their work on time. This is somewhat remarkable due to a last minute major design change. Even with the changes requested by the University, KPS and their team was able to deliver on time.

OthOtcm 3: Research grant-making organizations for garnering value through external grants.
Research grant-making organizations and analyze them to identify likely funding sources for specific projects and programs. Provide notice of opportunities for garnering value through external grants to likely interested UA faculty and staff.

Connected Document
Facilities Planning Timetable

Related Measures
M 5: 25% percent of funding opportunities shared will be submitted for funding constituents
25% percent of funding opportunities shared will be submitted for funding constituents.
Source of Evidence: Benchmarking

Connected Document
Facilities Planning Timetable

Target: No target established.

Finding (2011-2012) - Target: Met
University Planning developed and instituted a Shared Grant Matrix Report in October 2011 that was used to provide measurability for its efforts to increase external support for a variety of UA physical assets, administrative services, and academic programs. The Matrix identifies the funding source, the funding opportunity, who the grant was shared with, the grant financial potential, and if the grant opportunity was pursued. The Matrix is updated monthly. From October 2011 through June 2012, the Matrix reflects a total of 183 external grant opportunities which were shared with a variety of UA staff and faculty with 68 respondents indicating interest in submitting a proposal for the opportunity. Therefore, 37.2 percent of UA constituents pursued external support after receiving notice of external support opportunities from University Planning.

Related Action Plans (by Established cycle, then alpha):

Shared Grant Matrix Report
The 2011 SACS Assessment report provided an opportunity for University Planning to examine the way it tracks external funding opportunities it shares with the UA community. In order to better track shared funding opportunities, University Planning developed and instituted a Shared Grant Matrix Report in October 2011. The matrix was used to provide measurability for its efforts to increase external support for a variety of UA physical assets, administrative services, and academic programs. The Matrix identifies the funding source, the funding opportunity, who the grant was shared with, the grant financial potential, and if the grant opportunity was pursued. The matrix was originally developed in October 2011 and has been refined throughout the year. The development of the tool is considered completed.

Established in Cycle: 2011-2012
Implementation Status: Finished
Priority: High

Relationships (Measure | Outcome/Objective):
Measure: 25% percent of funding opportunities shared will be submitted for funding constituents | Outcome/Objective: Research grant-making organizations for garnering value through external grants.

Implementation Description: The data in the Shared Grant Matrix Report is collected monthly.

Responsible Person/Group: Jacqueline Standridge, University Planning
Additional Resources: None identified to date.

M 6: 25% percent of proposals will be submitted for review 10 working days prior to the deadline
25% percent of proposals will be submitted for review 10 working days prior to the deadline.

Source of Evidence: Benchmarking

Connected Document
Facilities Planning Timetable

Target: No target established.

Finding (2011-2012) - Target: Met
University Planning submitted a total of 29 grant applications of which 21 were submitted to the Office of Sponsored Programs at least 10 days prior to due dates. Therefore 72.4 percent of proposals were submitted by the internal target date.

Details of Action Plans for This Cycle (by Established cycle, then alpha)

Constituent Survey
University Planning sponsored and participated in a series of meetings with UA constituents to gather feedback on
how well the campus meets their needs. The feedback guided the development of the Campus Master Plan. The Campus Master Plan is completed with presentation to the Board of Trustees schedules for September 2012 and final approval expected in October 2012. Now that the Campus Master Plan is completed, University Planning wants to continue to gather feedback to gauge constituent satisfaction with the campus, and understand where improvement may be needed. The following actions will be taken:

1. Create survey questions. University Planning conducted an on-line survey during the development of the Campus Master Plan. The on-line survey questions will be used so that comparison can be made. Additional questions may be developed to gather additional feedback. 2. University Planning will review survey results periodically to gauge satisfaction with the UA campus and identify issues or concerns that should be addressed.

Established in Cycle: 2011-2012
Implementation Status: Planned
Priority: High
Relationships (Measure | Outcome/Objective):
  Measure: Feedback from our facility, staff, students, and alumni as to how well the campus serves its users and constituents | Outcome/Objective: Maintain and implement the Campus Master Plan

Implementation Description: University Planning will work with Office of Institutional Research & Assessment to conduct the survey online. Office of Institutional Research & Assessment will compile results for University Planning and University Planning will analyze results to identify and understand where improvements may be needed.

Responsibility Person/Group: Dan Wolfe, University Planning
Additional Resources: None identified to date.

Shared Grant Matrix Report

The 2011 SACS Assessment report provided an opportunity for University Planning to examine the way it tracks external funding opportunities it shares with the UA community. In order to better track shared funding opportunities, University Planning developed and instituted a Shared Grant Matrix Report in October 2011. The matrix was used to provide measurability for its efforts to increase external support for a variety of UA physical assets, administrative services, and academic programs. The Matrix identifies the funding source, the funding opportunity, who the grant was shared with, the grant financial potential, and if the grant opportunity was pursued. The matrix was originally developed in October 2011 and has been refined throughout the year. The development of the tool is considered completed.

Established in Cycle: 2011-2012
Implementation Status: Finished
Priority: High
Relationships (Measure | Outcome/Objective):
  Measure: 25% percent of funding opportunities shared will be submitted for funding, constituents | Outcome/Objective: Research grant-making organizations for garnering value through external grants.

Implementation Description: The data in the Shared Grant Matrix Report is collected monthly.
Responsibility Person/Group: Jacuqeline Standridge, University Planning
Additional Resources: None identified to date.
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I. Discuss fence and sidewalk at Law School

Fence and sidewalk at the Law School discussion
Bonner distributed the proposed plan and pictures of the area. A new sidewalk will be installed at the northeast side of the Law School and will extend by the front of the building. The back area of the Law School currently has a chain link fence. The law school will extend the chain link fence along the back of the building. The extension of the chain link fence will prevent pedestrian traffic through the building. Planting materials were added to the plan to buffer the extension of the chain link fence. The planting materials will include the following: Nellie R. Stevan's Holly, Waxleaf ligustrum, dwarf yaupon holly, and overcup oaks. The fence will not be seen from the front of the building. The committee approved the plan.

II. Discuss Alumni Hall sidewalk

Alumni Hall sidewalk discussion
Bonner distributed the proposed plan and photographs of the area. The new sidewalk will be located north of Alumni Hall. The plan adds new concrete walk, pavers, and uplighting. One tree in the area will be removed to accommodate the new sidewalk.

III. Review Presidential Village interior courtyard planter/trellis

Presidential Village interior courtyard planter/trellis review
Bonner distributed the proposed plan. The plan creates a landscape area on top of the parking deck. The plan will include two central planters with small trees and four areas for grills or gazebos. Raised beds with seat walls will be located in the area with the central planters. The trellis will be located in the four areas for grills or gazebos. The committee approved the plan.

IV. Update on Rose Administration and Doster Hall landscape project

Rose Administration and Doster Hall landscape project update
Most of the irrigation has been installed except for the front of Doster Hall. Planting in front of Rose administration is occurring. Dana will follow up with Tim regarding the design for the new accessibility ramp for Rose Administration. A decision will be made regarding railing for Doster Hall.
V. Update on #9 and #11 Pinehurst landscape project

Project is proceeding well. Azaleas will be planted tomorrow morning. Next, the area will be mulched.

VI. Review Quad sidewalk plan

Quad sidewalk plan review
The committee reviewed the quad sidewalk plan. Dan and Bonner will meet with Dr. Gilbert for guidance on phasing the plan. In addition, a storm water drainage study will be prepared for the area.

VII. Other Items

There are no additional items.
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
August 22, 2011
1:30 p.m. President’s Office Small Conference Room
Members Present: Sandee Kirby Witt, Dana Keith, Dan Wolfe, Bonner Lee, Bryan Graham, Duane Lamb, and Bryant Anderson

I. Update on President’s Mansion re-sodding

President’s Mansion Re-sodding update
Duane briefly discussed re-sodding at the President’s Mansion. Bonner distributed a proposed landscape plan for the south side of the President’s Mansion. The proposed plan would re-sod a portion of the President’s mansion with Empire zoysia. The committee briefly discussed the proposed planting materials. The committee approved the planting materials and removal of the planting pots in the area. The committee, however, will revisit the plan for the middle portion (court yard area) of the south side of the plan.

II. Update on President’s Mansion back yard drainage

President’s Mansion back yard drainage
Duane briefly discussed the installation of two drains in the backyard of the President’s Mansion.

III. Update on pre-season football preparation

Pre-season Football preparation update
Duane briefly updated the committee on the campus’s preparation for the football season. The Grounds department has re-sodded at the Quad and installed new lighting in the area. On University Boulevard towards the Alpha Tau Omega house, the area has been cleaned up. Irrigation and lighting has been added in the area. These changes provide a good pedestrian connectivity.

IV. Update on Gorgas House landscaping project

Gorgas House landscaping project update
The Gorgas House landscaping project is near completion. The uplighting inside the Gorgas fence has been completed. The irrigation installation began on August 22. In addition, the installation of the acorn lighting outside the Gorgas fence will be complete before the first home football game. Committee agreed no tailgating in the area for the first home football game. In addition, the man hole covers in the area were removed.
V. Update on Triangle Parking Lot irrigation project

Triangle Parking Lot irrigation project update
Bonner distributed an irrigation and landscape plan for the Triangle Parking Lot near Tutwiler. Bonner briefly discussed the proposed plans for the area. The proposed landscape plan consisted of the following planting materials: Nuttall oaks, Chinese pistache, Natchez crape myrtles, Needle Point holly, and Bermuda grass. Bonner will price the cost of the landscaping and email the price to Dana. The price for landscaping will include the removal of the existing sod and adding new sod along with new planting materials.

VI. Other Items

Director of Grounds Department
Duane introduced Bryant Anderson, the new Director of Grounds, to the committee.

Corner of Reese- Phifer Hall
Due to safety concerns, committee agreed to add dirt and bollards and chains from the corner of Reese-Phifer to the walk of champions at Bryant-Denny Stadium.

Banner on campus
Committee discussed implementing a banner policy for the campus. The committee suggested the following items be addressed in the Banner policy: a standard for the campus, proper installation, and duration of time for the banners. Upon completion of the proposed banner policy by the Grounds department, the committee will review the policy.

Rose Administration and Doster Hall landscape project
Due to time constraints on other projects, the landscape design for Rose Administration and Doster Hall is not complete. Bonner will complete the landscape design and present at an upcoming Landscape and Grounds Committee meeting.
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
December 12, 2011
1:30 p.m. President’s Office Small Conference Room
Members Present: Dana Keith, Sandee Witt, Dan Wolfe, Bryan Graham, Bonner Lee, Duane Lamb, and Bryant Anderson

I. Discuss Alpha Chi Omega landscape plan

Alpha Chi Omega landscape plan discussion
Bonner distributed the landscape plan for Alpha Chi Omega. The committee discussed the plan. The committee approved planting Nellie R Steven’s holly in front of the sorority house. The committee postponed final approval of the entire project until further information is received.

II. Discuss SGA request for unity tree

SGA unity tree request discussion
Decision will be made at a later date.

III. Discuss SGA request for historic sign for Madison Hall

SGA historic sign request for Madison Hall discussion
Committee did not approve this item.

IV. Review landscape plan for Gordon Palmer

Gordon Palmer landscape plan discussion
Bonner distributed the proposed landscape plan for Gordon Palmer. The proposed plan adds more bike racks and bollards and chains to the area. The committee suggested ground cover instead of mulch and Nellie R Steven’s Holly instead of Foster Holly. Irrigation needs to be installed in the area. The estimated project cost is approximately $20,000. Committee approved the plan.

V. Review preliminary sidewalk plan for the Quad

Discussion of preliminary sidewalk plan for the Quad
Bonner distributed a detailed sidewalk plan for the Quad. The committee approved the plan. This proposed plan is a long-term project.
VI. Review landscaping for the President’s mansion

Discussion of landscaping at the President’s mansion
Bonner distributed the proposed landscaping for the President’s Mansion. The plan includes the following planting materials: Nellie R. Stevens Holly, red ruffle azalea, George Tabor azaleas, Oakleaf hydrangea, dwarf yaupon holly, Reeves spirea, and green velvet boxwood. The estimated cost for the landscaping is $3,000. The committee approved the plan.

VII. Review landscaping for Phi Delta Theta

Phi Delta Theta landscape plan discussion
This item will be presented at the next meeting.

VIII. Review tree removal in front of Moore and Little Hall

Discussion of tree removal at Moore and Little Hall
Photographs were distributed denoting the trees, which needed removal. Committee approved removing the trees noted on the photographs. Committee also agreed to remove the pecan tree in the area.

IX. Other Items

Doster Hall and Rose Administration
The committee reviewed revision to the plan.
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
February 20, 2012
1:30 p.m. President’s Office Small Conference Room
Members Present: Dana Keith, Dan Wolfe, Bryan Graham, Bonner Lee, Duane Lamb, and Bryant Anderson

I. Discuss Child Development Sculpture Garden

Child Development Sculpture Garden discussion
Bonner distributed the landscape plan for the Child Development Sculpture Garden. A frog will be the next animal added in the sculpture garden. The planting materials will include the following: Indian Hawthorne, Pixie Loropetalum, and Dwarf Yaupon Holly. Child Development Resource Center will fund the project. Bonner will price the Project. Committee approved the plan.

II. Review landscape plan for Nott Hall Annex

Nott Hall Annex landscape plan discussion
Bonner distributed the future landscape plan for Nott Hall. The planting materials will include the following: George Tabour azalea, Big Blue liriope, dwarf yaupon holly, Foster holly, Nuttall oak, Carissa Holly, and Crape myrtles. Dan and Bonner will meet with Dr. Gilbert regarding the proposed plan. Committee approved the plan.

III. Discuss recycling bins on campus

Recycling bin discussion
The University is receiving new recycling bins that match the University’s existing trash cans. The recycling bins will consist of blue labeling to denote recycling.

IV. Review landscape plan for Russell Hall and East Quad Energy Plant

Discussion on landscape plan for Russell Hall and East Quad Energy Plant
Bonner distributed a preliminary landscape plan for the Russell Hall and East Quad Energy Plant area. Irrigation will be installed in the area. Committee suggested increasing the size of the Nellie R. Stevens surrounding the East Quad Energy Plant. The planting material will include the following: Nellie R. Stevens, Yaupon Holly, Crape myrtles, Needle Point holly, Foster Holly, Indian Hawthorne, and Sasanqua camellia. Committee approved the plan.

V. Discuss new indoor tennis complex landscaping

New Indoor tennis complex landscaping
Duane stated that the landscaping is complete, and the area looks nice.
VI. Discuss new police station landscaping

Move to next meeting.

VII. Discuss softball complex

Softball complex discussion
Brickyard seating was extended at the Softball complex.

VIII. Other Items

No items
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
January 23, 2012
1:30 p.m. President’s Office Small Conference Room
Members Present: Sandee Witt, Dana Keith, Dan Wolfe, Bryan Graham, Bonner Lee, Duane Lamb, and Bryant Anderson

I. Discuss Doster and Rose Administration landscape plan

Doster Hall and Rose Administration landscape plan discussion
Bonner and Dan distributed a color rendering of the landscape plan. The plan included light fixtures. This plan will be combined with the Farrah Hall exterior lighting package. The total project cost including the Farrah Hall lighting package is approximately $416,506. The committee approved the plan.

II. Discuss exterior lighting package for Farrah Hall

Discussion of exterior lighting package for Farrah Hall
Currently, there is no lighting in front of Farrah Hall on University Boulevard. Due to safety concerns, the committee approved the exterior lighting package. The estimated cost of the project is $58,000. This proposed Project and its cost will be included in the Doster Hall and Rose Administration project.

III. Update on President’s Mansion landscaping

Update on the President’s Mansion landscaping
Duane provided an update to the committee on the landscaping at the President’s Mansion. The Project encompassed removal of old azaleas and vines. In addition, hollies and camellias were added to the area.

IV. Review NOAA landscape plan

Discussion of NOAA landscape plan
The committee reviewed the proposed landscape plan for NOAA. The committee agreed the planting materials need to be revised. Dana stated a rendering and visual appearance waiver would be needed for the pond layout for this area.

V. Review Phi Delta Theta landscape plan

Discussion of the Phi Delta Theta landscape plan
Bonner distributed the proposed landscape plan for Phi Delta Theta. The landscape plan is consistent with the surrounding area. The planting materials include Natchez crape myrtle, Carissa Holly, dwarf yaupon holly, Shumard Oak, Nellie R. Stevens, knockout roses, Crenata Holly, and Waxleaf Ligustrum. In addition, the committee agreed to replace “Little Gem” with Dee Dee Blanchard. The committee approved the plan.
VI. Review Delta Gamma landscape plan

Discussion of Delta Gamma landscape plan
Bonner distributed the proposed landscape plan for Delta Gamma. The planting materials include Foster Holly, Carissa Holly, encore azalea, Natchez crape myrtle, Indian Hawthorne, Japanese maple, big blue liriope, and dwarf yaupon holly. The committee approved the plan.

VII. Review Alpha Delta Pi landscape plan

Discussion of Alpha Delta Pi landscape plan
Bonner distributed the proposed landscape plan for Alpha Delta Pi. The planting materials include Nellie R. Stevens Holly, boxwood, big blue liriope, white sasanqua camellia, Carissa Holly, dwarf yaupon holly, Indian Hawthorne, encore azalea, and Dee Dee Blanchard. The committee approved the plan.

VIII. Review landscape plan for Magnolia Drive

Discussion of Magnolia Drive landscape plan
Dan distributed a color rendering of the proposed area. The rendering includes a standard memorial encompassing the name of the buildings being demolished in the area. The planting materials include Indian Hawthorne, Natchez crape myrtle, sasanqua camellia, dwarf yaupon holly, Nellie R Stevens holly, Magnolia, and Overcup oaks. Dana wanted verification that the proposed planting materials are included in the budget of the Magnolia Drive project. Update on funding will be provided at the next committee meeting.

IX. Review Alpha Omicron Pi landscape plan

Discussion of Alpha Omicron Pi landscape plan
Bonner distributed the proposed landscape plan for Alpha Omicron Pi. The planting materials include green velvet boxwood, big blue liriope, peppermint camellia, waxleaf ligustrum, and seasonal color pots. The committee approved the plan.

X. Other Items

Indoor Tennis Stadium
The area looks nice.

Shelby Common’s area
The committee did not approve the placement of Mercedes cars in the common area at Shelby.
I. Discuss Alpha Gamma Delta landscape plan

**Alpha Gamma Delta (AGD) landscape plan discussion**
Bonner distributed the landscape plan. Committee suggested the following items: investigate the plant iveryana azalea, add Foster hollies to the plan, add boxwoods near courtyard fence, increase the size of Southern magnolias to 20 feet and normal size, revise design in the courtyard area, and add bollards and chains. Dan will email AGD rendering to the committee. Plan will be revised and presented to the committee at a future meeting.

II. Discuss Phi Delta Theta landscape plan

**Phi Delta Theta landscape plan discussion**
Bonner distributed the landscape plan. Committee suggested the following items: investigate the design of sidewalks for the area, add landscaping to the front of the fraternity, and add bollards and chains including Second Avenue. Committee also discussed creating consistency in the planting in the parking areas of Phi Delta Theta and Sigma Chi. Dan will email Phi Delta Theta rendering to the committee. The landscape plan will be revised and presented to the committee at a future meeting.

III. Discuss Alston Hall landscape plan

**Alston Hall Landscape plan discussion**
Bonner distributed the landscape plan. Planting materials included the following: George Tabor azalea, Natchez crape myrtles, big blue liriope, dwarf yaupon holly, Carissa holly, Stella d’Oro daylily, and wax leaf ligustrum. Committee approved the landscape plan.

IV. Discuss Sigma Chi landscape plan

**Sigma Chi landscape plan discussion**
Bonner distributed the landscape plan. Committee suggested the following items: review design of sidewalk in the front of the fraternity house, remove autumn brilliance service berry, coordinate bed lines with Phi Delta Theta, and revise plant materials including along parking lot area. Dan will email Sigma Chi rendering to the committee. The landscape plan will be revised and presented to the committee at a future meeting.
V. Other Items

Kappa Alpha Theta landscape plan
Bonner distributed landscape plan. Plant materials included the following: Carissa holly, George Tabor azalea, Natchez crape myrtles, dwarf yaupon holly, and variegated liriope. Committee approved the plan.

Tree behind Sigma Nu
A tree behind Sigma Nu has health concerns. Committee agreed to remove the tree.
I. Review landscape plan for Sam Bailey Track Stadium

Discussion of plan for Sam Bailey Track Stadium
Bonner distributed the plan for Sam Bailey Track Stadium and photographs of the area. The committee recommended a decorative fence for the area once the trees are removed for the shot put area. In addition, the committee recommended the track stadium sign being a part of the fencing for the area. This sign should be in accordance with the University design standards. In the future, the committee recommended a solid masonry fence in the area of the football practice field replacing the screen wall in that area. The landscape plan for the Sam Bailey Track Stadium will be presented to the committee at a future date.

II. Review UAPD landscaping

Discussion of UAPD landscaping
The landscaping for UAPD will be done in house by the University. Irrigation has been installed in the area, and trees have been planted. Drainage issues also have been repaired in this area.

III. Discuss possible International Flag display at Crimson Promenade

Discussion of possible International Flag Display at Crimson Promenade
Duane informed the committee of the concerns regarding the International Flags wrapping around B.B. Comer Hall on the east. The committee agreed to further research on possible solutions for the issue. The committee will review the topic again at a later date.

IV. Other Items

Doster Hall
The Doster Hall project will begin after Spring Break.

Rose Administration
Funding is being secured for the Rose Administration project.
I. Review revised landscape plan for NOAA building

Discuss the revised plan for NOAA building
Bonner distributed the proposed water feature depiction for the area. Before approval of the plan, the committee agreed that a photorealistic rendering of the water feature needs to be presented to the committee. Bonner has not received approval from NOAA regarding the committee’s suggested planting materials for the area. In addition, the property line issue needs to be resolved. Dan will design a water feature for the area and forward to NOAA’s landscape architect.

II. Review landscape plan for North Bluff substation

Discuss landscape plan for North Bluff substation
Bonner distributed the proposed landscape plan for the North Bluff substation. The planting materials include Shumard oak, grey owl juniper, Foster holly, big blue liriope, Carissa holly, Nellie R. Steven’s holly, and Bermuda sod. Prior to landscape installation, the landscape contractor needs to coordinate location of ground grid with Alabama Power. The committee approved the plan.

III. Discuss samples of concrete pavers for specialty areas on campus

Discussion of sample concrete pavers
Bonner presented samples of concrete pavers to the committee. The committee wants to develop a standard for concrete pavers on campus. The committee chose the Dublin pavers.

IV. Other Items

New Police Station
Landscaping is almost complete at the new police station. The grounds department is still doing the irrigation around the building.

Outdoor Track Stadium
The committee’s suggestions regarding landscaping and fencing for the Outdoor Track Stadium has been presented to Athletics. The committee is waiting on feedback from them.
**Doster Hall landscaping**
Doster Hall landscaping will begin on May 7, 2012.

**Rose Administration**
Dan will follow up with Tim on funding for handicap accessible ramps at Rose Administration.

**Moore and Little**
The project should be complete by the end of the summer. The committee agreed that sidewalks along 6th Avenue should be wider for the pedestrian traffic in the area. Bonner inquired if the crosswalks also need to be wider. Dan and Bonner will verify per the Campus Master plan if the crosswalks needs to be 8ft or 10ft.
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
May 14, 2012
1:30 p.m. President’s Office Small Conference Room
Members Present: Sandee Witt, Dana Keith, Dan Wolfe, Bryan Graham, Bonner Lee, Duane Lamb, and Bryant Anderson

I. Discuss update/revision of UA Landscape and Grounds Strategic Plan

Discussion of update/revision of the UA Landscape and Grounds Strategic Plan
UA Landscape and Grounds Strategic Plan was completed 2 years ago. Bonner will look at the tree list and review it for accuracy. The plan is available online. Committee members should review it for any changes.

II. Discuss transplanting large trees from Rose Towers

Discussion of transplanting large trees from Rose Towers
In front of Rose Towers, there are approximately five to six crape myrtles that Grounds department wants to move. The trees will be transplanted to 4th street in front of the parking lot.

III. Other Items

Tree Survey
The tree survey is progressing well.

Magnolia Trees
Any magnolia trees along Ridgecrest and Jack Warner that seem to have a problem will be fertilized.

Capstone Village
Dead tree in the area is scheduled to be removed.

Rose Towers and Riverside
The detention pond between Rose Towers and Riverside will no longer exist once construction in the area is complete.

Doster and Rose Administration
Pavers are being installed in the area in front of Doster where concrete was originally planned to be installed. In addition, the front of Rose Administration will comply with ADA requirements. Doster and Rose Administration will be completed by July 27, 2012.

Bollards and chains on Hackberry Lane
Dan will price the cost of placing bollards and chains on Hackberry Lane in the area of concern. Committee discussed more pedestrian traffic in the area upon the completion of Russell Hall. The bollards and chains will help organize the pedestrian traffic in the area.
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
November 28, 2011
1:30 p.m. President’s Office Small Conference Room
Members Present: Dana Keith, Sandee Witt, Dan Wolfe, Bryan Graham, Bonner Lee, Duane Lamb, and Bryant Anderson

I. Discuss irrigation installation at South Stadium “Tri-angle” parking lot

   Irrigation Installation
   Duane stated that the irrigation system has been installed except for the heads and meters. Planting materials will be added once irrigation system installation is complete. The entire project should be complete before Christmas.

II. Discuss impact on campus grounds during football season

   Impact on campus grounds during football season
   The Quad was overseeded after the last home football game.

III. Discuss new tree spade/transplanting activities

   New tree spade/transplanting activities
   The Grounds Department is in the process of acquiring a tree spade.

IV. Review preliminary landscape plan for NOAA- (National Water Center)

   Landscape plan for NOAA
   The preliminary landscape plan for the National Water Center was distributed to the committee. The National Water Center will be a LEED certified building. As a component of the LEED certification, water harvesting will occur at the new facility. The committee did not approve of ground cover and the optional rain garden as part of the landscape plan. The landscape plan will include lighting and irrigation. Upon the completion of the planting materials for the area, Bonner will present the final landscape plan to the committee.

V. Review landscape plan for Rose Administration and Doster Hall

   Landscape plan for Rose Administration and Doster Hall
   Bonner distributed the revised landscape plan for Rose Administration and Doster Hall. The knee wall and the maple trees along Colonial Drive will be removed from the plan. The committee also made the following changes 1) add boxwoods along the circular area in front of Doster Hall, 2) remove knockout roses in front of Doster Hall and replace with flowerbeds, 3) replace GG Gerbing azaleas with another color, 4) remove peppermint camellia in front of Rose
Administration and add Nellie R Steven’s Holly, 5) remove pots in the area and replace with seasonal color, 6) add railing and acorn lighting in front of Doster Hall, 7) add uplighting to Doster Hall, and 8) add pavers to the circular area in front of Doster Hall. Dan will photoshop the paver concept. The proposed estimate of the project is $350,000. The plan will be revised and presented to the committee for final approval.

VI. Review landscape plan for Sigma Chi and Phi Delta Theta

**Sigma Chi and Phi Delta Theta**
Bonner discussed the revised changes to the plan. The committee approved the landscape plans for Sigma Chi and Phi Delta Theta.

VII. Other Items

**Capstone Village**
Foresting improvement will occur around the area of Capstone Village and the Nursing home.

**Nature Trail**
Foresting improvement will occur in the area surrounding the Nature Trail.

**Delta Delta Delta**
The proposed landscape plan for Delta Delta Delta was distributed to the committee. Magnolia trees need to be added to the plan. The committee recommended the following planting materials: green leaf maple and pink cascade azalea. In addition, the committee recommended removing the frost proof gardenia and replace with dwarf yaupon holly. On the corner, the committee suggested emerald green arborvitae instead of Mary Nelly holly.
LANDSCAPE AND GROUNDS COMMITTEE MEETING  
October 31, 2011  
1:30 p.m. President’s Office Small Conference Room  

Members Present: Dana Keith, Sandee Witt, Bryan Graham, Bonner Lee, Duane Lamb, and Bryant Anderson  

I. Discuss SRAPPA presentation on Campus Beauty  
Duane Lamb  
Duane discussed the presentation in Jackson that he gave to the SRAPPA membership. He showed several photos of before and after shots. He received favorable feedback.  

II. Discuss visit to the University of Mississippi and Jackson State University  
Duane Lamb  
Duane toured both Jackson State and Ole Miss’ campuses. He indicated that he did not see anything that they were doing better than we are.  

III. Discuss Bryant Conference Center Landscape renovation  
Duane Lamb  
Project is complete.  

IV. Discuss Bollards/Chains at Marr’s Spring and Jack Warner Parkway  
Duane Lamb  
Project is complete.  

V. Review landscape plan for Moore Hall and Little Hall  
Bonner Lee  
The Committee reviewed the plan and made some suggested changes, including modifying the walkway and some recommended plant changes. Committee also recommended that the trees in the area be reviewed in the context of the plan to determine which ones needed to be potentially removed. Dana Keith asked that they verify that lighting is included in the Project.  

VI. Review landscape plan for Indoor Tennis Facility  
Bonner Lee  
The Committee reviewed the plan and recommended that the juniper be changed to yaupon hollies. Also the plantings on the Capstone Village side were recommended for elimination. Dana Keith asked that they verify that lighting is included in the Project.  

VII. Review landscape plan for new fraternity and sorority houses  
Bonner Lee  
The Committee recommended some plant changes for Phi Delta Theta and Sigma Chi. For Phi Delta Theta, the plantings on the east side by 2nd Avenue were changed to mirror what was on the Pi Kappa Alpha side of 2nd avenue (Magnolias). The Committee recommended that the Service berry trees be removed from the Sigma Chi project. A standard bike rack was recommended for the houses. In addition, Bonner will check to see if up-lighting is included in the projects. The plans for AOPi sorority were reviewed and no changes were recommended.
VIII. Discuss capital projects plant relocation

Bonner Lee

Bonner provided a listing of plant materials that will need to be relocated in the future and some recommendations for their new locations on campus.

IX. Other Items

All
I. Review exterior banner policy

Exterior Banner Policy review
Dan distributed the proposed exterior banner policy for the campus. The committee discussed the policy and suggested the following changes: 1) revise the title, 2) remove language regarding no restriction on size, 3) change sequence of the policies, 4) note banners installation must be submitted through a work order with the University, 5) include language specifying a requirement to submit dimensions and wording of the banner with banner application, and 6) agreed upon the name of the Landscape and Grounds Committee as “Landscape and Grounds Advisory Group”.

Committee discussed possible ways to distribute and inform the campus of the exterior banner policy. Provost Bonner supports the new policy. Dan will revise the policy and distribute to the committee.

Note: Committee members received the revised exterior banner policy.

II. Review schematic design for Doster and Rose Administration

Doster and Rose Administration schematic design review
Bonner distributed the schematic design for Doster Hall and Rose Administration. The proposed plan included a revised sidewalk plan in front of Doster Hall. Committee suggested removing existing trees in front of Doster Hall along Colonial Drive, as well as revising the corner of University Boulevard and Colonial Drive. Committee also suggested adding the Dee Davis Camellias to the proposed plan. In addition, the committee suggested adding lighting to the plan. Irrigation is a part of the scope of this plan. Bonner will revise the plan and provide a cost estimate for the proposed Project. Additionally, the final plan will be shared with Dean Boschung.

III. Other Items

Dee Davis Camellias
Committee agreed to receive the Dee Davis camellias at this time in order to allow them to mature in a nursery setting.
**President’s Mansion**
The committee will investigate installing lighting in front of the President’s Mansion.

**Tutwiler Triangle Parking Lot**
Bonner distributed the revised plan for the Tutwiler Triangle Parking Lot. The proposed cost estimates were $9,500 for in-house installation and $13,000 for installation by Owens Landscape. Committee approved the plan.

**Gorgas House**
The Project is 98% complete. Uplighting for the inside of the Gorgas fence will be completed the week of September 19.
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### III. Timetable: What Assessment Measures will be Administered When for Each Expected Outcome

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### Assignments and Schedule

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<td>Review Bryce/UA agreement</td>
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<td>Review UA goals: enrollment, housing, infrastructure</td>
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### Revised January 5, 2011
Collaboration

Interviews / Meetings / Feedback

- President
- Provost
- Facilities
- Finance
- Athletics
- Research
- Housing
- Chancellor
- Student Life
- Staff Assembly
- Vice Presidents
- Deans Council
- Faculty Senate
- Food Services
- Auxiliary Services
- Recreation Services
- Residential Life
- SGA
- Commuter Students
- Resident Students
- Special Events
- Advancement
- Public Safety
- Campus Police
- City Planning
- City Engineer
- University Alumni
- Alabama Historical Commission
- Bryce Hospital Historical Committee
- Media and Communications
- Transportation and Parking
- Emergency Preparedness
- Neighborhood Partnership
- Campus Master Plan Committee
- University On-Line Survey
Members Present: Karen Baldwin, Richard Ballard, Calvin Brown, Marcus Brown, Barbara Dahlbach, Randy DeCelle, Heather Elliott, Steven Hood, Tom Land, Rebecca Moss (proxy), Jackie Standridge, Harold Stowell, Louis Yu Tiamco, Madalyn Vaughn, and Dan Wolfe

I. Update on Campus Master Plan:

Heather Elliott led a discussion on topics for future CMP meetings. Ideas included a tour of the Bryce Campus and Landscaping planning. Harold Stowell suggested that the committee could expand its purpose to include advocating increased partnerships between UA and the City of Tuscaloosa, especially in an effort to address upgrading amenities to promote an increase in bicycle usage.

Dan Wolfe presented a progress report on the Campus Master Plan which included a power point presentation. Highlights included:

- $1.8 billion in capital improvements have been invested at the University since the adoption of the Campus Master Plan.
- The 2010 acquisition of Bryce dramatically changed the map of the UA campus.
- 26 additional acres have been acquired in the northeast quadrant of campus that will be kept as natural space and fall under the auspices of University Recreation. It is a potential site for a rails to trails project.
- Over eight miles of bike lanes have been installed. University Planning is working to encourage the City to connect UA bike lanes with City bike lanes.
- UA should complete possession of the Bryce campus by mid summer
- Buildings have been identified for demolition, adaptive reuse/renovation, and new construction. Searcy building is currently undergoing renovations. Bryce main building will be renovated into a performing arts center and visitors center. Bryant-Jordan Chapel will be renovated.

Updates were given on current projects including:
- Peter Bryce Blvd and Hackberry Lane – the Board of Trustees have approved a new classroom in the building

- Presidential II will be completed for the fall. The new rec center between Presidential I and Presidential II will include a storm shelter in the basement.

- The Sorority Master Plan is well underway with new houses and lots being combined to accommodate larger houses.

- A central campus parking deck will be completed next to Barwell.

- The Sid McDonald Hall (new systems office) will be a new addition to the gateway into the east campus.

- NOAA building is nearing completion.

- Sarah Patterson Champions Plaza and Sewell Thomas Stadium will have major renovations.

- The Crew facility at Manderson Landing is underway.

- The new Fresh Food Dining facility on Hackberry Lane will have 25,000 sq ft first floor with additional 20,000 sq. ft second floor as well as outdoor dining amenities.
I. Update on Campus Master Plan:
   Darrell Skipper and Dan Wolfe provided an update on the 2012 Campus Master Plan that was presented to the Board of Trustees for approval at the September meeting. Dan Wolfe conducted a power point presentation and stated that many changes to the plan came from the committee. The Campus Master Plan was updated. A separate Master Plan for the Bryce property has also been completed that added 168 acres to the campus with the 2010 acquisition. The planning process included interview, meetings, feedback from an questionnaire that contained five open-ended questions that focused on values of campus components. Committee members questioned the repurposing of the Bryce historic building which is proposed to become a Welcome Center. Other questions regarded the future of the Aquatic Center which will be moved to the Rec Center. The current site will become a parking deck.
Members Present: Carol Pickett, Richard Ballard, Dana Keith, Blake Bledsole, Marcus Brown, Barbara Dahlbach, Todd Hester, Sommer Coleman, George Brown, Christopher Tauhi, Tom Land, Rebecca Moss, Jason Battles, Steven Hood, Paul Thompson, Gina Johnson, Karen Baldwin, Calvin Brown, Chris D’Esposito, Jackie Standridge

I. Update on University Rec Center:

George Brown presented a study and draft plan developed by Brailsford and Dunlevy for the University Rec Services. The study revealed a 69 percent growth in student growth over the past nine years with a correlating growth in recreational services. The University Rec Center monthly usage statistics (monthly ACT card swipes) grew from 48,178 in 2009-10 to 54,375 in 2012-13. Focus group and interviews identified overcrowding and wait times are primary concerns, and the aquatics center facility is outdated. Comparison data reveals that UA Rec Center has a much higher usage rate than regional and national peers.

Brown discussed plans to develop the north campus rec center which will be an 114,000 square foot facility which will include 75,000 available square foot for rec center usage and a 21,000 available square foot storm shelter. The storm shelter space may be available to use as specialized recreational usage but will not have equipment permanently located in the space.

Further expansion recommendations include relocating the Aquatic Center to the main Rec Center at a cost of $40-45 million and adding an outdoor challenge course east of McFarland Blvd on property recently acquired by UA. Other recommended improvements include expansion of the main Rec Center with additional 48,800 to 69,000 square foot, develop outdoor fields on the new Bryce campus property, tennis court support with pro shop and dedicated bathrooms, and express shuttle service.

II. Update on Parking at Rose South and SEC reserved lot:

Gina Johnson presented updates on the parking closures at Rose South and SEC reserved lots. The closures are precipitated by construction projects. They will be presenting information at service meetings and town hall meetings to get correct information out to the public. The sorority residential expansion at Barnwell area with construction of Alphi Phi and Gamma Phi Beta will extend into 2016.
Collaboration

Interviews / Meetings / Feedback

- President
- Provost
- Facilities
- Finance
- Athletics
- Research
- Housing
- Chancellor
- Student Life
- Staff Assembly
- Vice Presidents
- Deans Council
- Faculty Senate
- Food Services
- Auxiliary Services
- Recreation Services
- Residential Life
- SGA
- Commuter Students
- Resident Students
- Special Events
- Advancement
- Public Safety
- Campus Police
- City Planning
- City Engineer
- University Alumni
- Alabama Historical Commission
- Bryce Hospital Historical Committee
- Media and Communications
- Transportation and Parking
- Emergency Preparedness
- Neighborhood Partnership
- Campus Master Plan Committee
- University On-Line Survey
UA Campus Master Plan Presentations 2012-2013

- Capstone Village
- UA Building Representatives
- New Board of Trustee Members
- UA Faculty Senate
- Student Government Association Group
- Parent Advisory Group
- Master Plan Committee
- Student Affairs Annual Meeting
- Admissions Staff
- Recreational Sports senior staff
- Staff Assembly

- Board of Trustees
- Sorority Master Plan Senior Leadership
- Sorority Master Plan – Sorority Advisors
- Housing and Residential Communities
- Facilities Leadership
- Continuing Studies Advisory Board
- Financial Affairs Staff Meeting
- Honors College class presentation
- Off Campus Admission Counselors
- UA Athletic Director and staff
GOLDEN RULES OF GRANT WRITING

Processes and Tips for the Novice Grant Seeker

Jacqueline A. Standridge
THE SEARCH

- Public vs Private
  - Examine for best fit
- Public Funding Trends
- Private Foundations
  - Local vs National
  - Searching for your project
- The Web is Your BFF
  - www.grants.gov
  - www.fundnetservices.com
  - www.foundationcenter.org
- Best Tip - How Did You Do That?
Grants.gov - Home

Find. Apply. Succeed.

Grants.gov is your source to FIND and APPLY for federal grants. The U.S. Department of Health and Human Services is proud to be the managing partner for Grants.gov, an initiative that is having an unparalleled impact on the grant community and its users. Grants.gov simplifies grant finding and determines if you are eligible for federal grants that meet your needs.

Grants.gov does not provide personal financial assistance. To learn where you may find personal help, check Government Benefits, Student Loans, and Small Business STARTUP LOANS.

What’s New at Grants.gov

Grants.gov to actively reject submissions from organizations with expired CCR registration.

Grants.gov Webcast on Grant Fraud is now available online.

New Opportunities This Week

OMB Memoranda for the Use of Grants.gov by the Federal Agencies

PSGR Role-based Training Webinar for FFATA Sub-Award Reporting

Review the Security Build Updates and Their Impact on You

Verify if your Adobe Reader Version is Compatible with Grants.gov

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U.S. Dept. of Health and Human Services | USA.gov | Government Made Easy | WhiteHouse.gov

USAspending.gov | PSGR.gov | SAM.gov | CCR.gov | DUNS Request

Federal Web Site Policy | SBA.gov | Federal Student Aid

mhtml://C:\Documents and Settings\jstandridge\My Documents\Grants.gov - Home.mht 3/21/2012
THE FIT

- First Read - Is it Right for You
  - Eligibility - What are you?
  - Deadlines - When do you?
  - Award Limits - How much can you?
  - Page Limits - Is it enough/too much?
  - Purpose

- Example - Farmers Market Promotion

- Golden Rule - If the Shoe Fits, Go For It!
GROUP EXERCISE - SEARCH

- Go To www.grants.gov
- Find Agency/Category
- Find Grant
- Review for Fit
- Report - Why it Fits/Doesn’t Fit
Components of a Proposal

- **Need**: why the project is needed (also known as problem statement)

- **Project Description**: complete details of how the project will be implemented and evaluated

- **Budget**: financial description of the project plus explanation of budget expenses

- **Organization Information**: history and governing structure; primary activities, constituents

- **Conclusion**: Summary of the proposals main points
THE APPLICATION

- Second Read - Application Requirements
  - Problem Statement - Tie It To The Purpose
    - Explain the need for the project
    - Use supporting data and anecdotal information
    - Make Your Case

- Golden Rule: It’s Not About You
GROUPS EXERCISE - PROBLEM STATEMENT

- Create a one-sentence problem statement for your project.
- Report
THE APPLICATION

Program Design/Implementation
- Goals - Reverse of the Problem Statement
  - Broad, overarching proposed accomplishment of the project.
- Objectives - Measurable statements /includes timeframe
- Narrative Description of Implementation
  - Who, What, When, Where, and How
- Use Buzz Words

Farmers Market Promotion Buzz Words

Golden Rule: It’s Not About You
Goal Statements are overarching broad accomplishment of the project (usually using words such as “improve, “increase,” or “enhance”).

Create a one-sentence Goal Statement. Explain how it responds to the Problem Statement.

Create a one-sentence Objective Statement that is measurable. Explain how it ties to the Goal Statement.

Report
THE APPLICATION

- Capacity - Sell yourself
  - Organizational History, Personal History
  - Recognitions, Achievements

- Golden Rule - Modesty is NOT a Virtue
THE APPLICATION

- Budget
  - Leveraging - Match Requirements
  - Reasonable
  - Sources and Uses

- Golden Rule - He who Holds the Purse Strings Rules the Kingdom
FINISHING TOUCHES

- Third Read
  - Forms Signed
  - Attachments Completed
FINISHING TOUCHES

- **Final Read**
  - After completion, read through the grant announcement to ensure nothing is overlooked.
  - Review Checklist
Submit On Time!

GRANT AWARD

- Award Contracts - Perform as described in narrative
- Reporting Requirements
- Financial Accountability
CONTACT INFORMATION

Jacqueline A. Standridge
Grants Manager, Financial Affairs
jstandridge@fa.ua.edu
205-348-9842
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- **Awarded**
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- **Shared and Pursued**
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### 2012-13 FA Grant Opportunities

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**Total Awards** $14,999,103  
**Total Pending** $100,001

### Shared Opportunity

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will conduct further review

Time frame for response limited
Time frame for response limited
no response

forwarded to related faculty

forwarded to related faculty

Limited number of awards

no response

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will conduct further review

no response

grant too small
limited award
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limited number of awards
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forwarded to related faculty
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will conduct further review
1. The University of Alabama Systems Office Landscape and Irrigation Design
2. Multiple Bicycle Rack locations and layout
3. Hackberry Park Hardscape, Landscape, and Irrigation Design
4. Campus Drive Transit Hub landscape Design
5. Riverside Parking Deck landscape and Irrigation Design
6. Alpha Delta Pi Landscape and Irrigation Design
7. Alpha Chi Omega Landscape and Irrigation Design
8. Pi Kappa Phi Landscape and Irrigation Design
9. Sarah Patterson Plaza landscape and Irrigation Design
10. Sam Bailey Track landscape and Irrigation Design
11. Mal Moore Strength and Conditioning facility landscape and Irrigation Design
12. Presidential II and Recreation Center Landscape and Irrigation Design
13. ten Hoor Landscape and Irrigation Design
14. Auxiliary Parking Lot Tree Relocation and Irrigation Design
15. SEC IV Hardscape, Landscape, and Irrigation Design
16. Shelby Fountain landscape and Irrigation
17. University Boulevard Improvements Redesign
18. Hackberry Sam Bailey Track Sidewalk Hardscape Design
19. Jack Warner Boulevard Triangle Landscape Design
20. UA Crew Facility Landscape Design
21. Capstone Village Screen and Tree Nursery Design
22. Child Development Fence and Tree Layout
23. Nature Trail

24. Ferguson Center Addition Site Plan and Landscape Design

25. Fresh Food Site Plan

26. Shelby Hall Front Landscape Renovation Design

27. 5th Avenue Tree Relocation

28. Magnolia Dr. Utility Screen

29. Martha Parham Sidewalk Relocation

30.
Minutes
Landscape and Grounds Advisory Group
University Club
Thursday, January 9, 2014
Attendees: Dr. Lynda Gilbert, Dr. Dana Keith, Duane Lamb, Dan Wolf, Bryan Graham and Donna McCray

I. Portable ATM placement requested by Alabama Credit Union

Dan advised the group that the President of Alabama Credit would like to place 2 outdoor ATM’s on campus. The group considered the request and concluded that because this would cause all other banks to demand the same considerations, safety would/could be compromised and the addition of outdoor ATM’s would be visually unpleasing; therefore the group unanimously decided to deny the request.

Dr. Gilbert has asked Dan to check on the BBVA signage on campus property. The color of the signage was to be only gray per the approved plans; however, blue signage has been the standard that BBVA uses at other locations. Dan is to report back on his findings.

II. Mobile Food Truck has been removed

The Mobile Food truck has become an issue on campus; however, it has been removed and is no longer functioning. This was verified with Tacy Bolling in Gina Johnson’s office and Ken Lamica of Aramark/Bama Dining.

III. Kappa Delta

Bonner presented the Landscape Plan and Rendering for the Kappa Delta Sorority house property. The Group resoundingly approved of the plan.

IV. Other Issues

- The ADP House Corporation Board wants to use Bonanza Camellia’s and they are scarce. Bonner has been unable to locate them because they are not a hearty plant. It
was agreed that if they insist on having this specific species, we will plant them, if they can find them; however, they must be advised that the species is not hearty, and if it does not thrive or dies, they will be responsible for replacement and funding.

- Bonner advised the Group that Alpha Phi wants to remove a tree on the S.E. side of their lot. The tree is not only healthy but it adds to the visual beauty of campus; therefore the request is denied.

- Dr. Gilbert requests placing bollards and chains in front of the Gamma Phi Beta and Alpha Phi house. This project will progress in increments.

- Dr. Gilbert also asked the Group if they felt that now was a good time to begin to remove the paper machines located on campus and maintained by Shirley Darr. They are an eyesore and are used for graffiti, and unauthorized advertisements. The Group fully supports the removal. Dr. Gilbert will speak to Shirley Darr regarding the removal of these in incremental stages.

- Bonner requested permission to remove the Cherry tree in front of Osband Hall. It is in failing health and adds no visual beauty. The Group agreed. Dr. Gilbert and Dana also asked Bonner to sketch a Plan for Harris Hall Landscape.

- Alpha Gamma Delta Sorority placed a stone sidewalk in front of their house during Christmas break without following University standard processes and procedures. The project does not meet standards and has violated Board Rule number 415 (addition or removal of something on campus causing a visual change). The process would have been to come to the Greek Physical Properties Committee that is chaired by Kat Gillan and let them render a decision. Dr. Gilbert has requested that a letter be drafted and sent to Kat Gillian from Dana Keith asking her to notify the Alpha Gamma Sorority House Corporation Board and instructing them to take action by following the process and awaiting a decision from the Committee. Dr. Gilbert plans to advise Dr. Judy Bonner of the issue.

- Duane advised the Group of the completion of the revised 2014 Landscape and Grounds Strategic Plan. It has been placed online under the Campus Master Plan.

- On behalf of the entire University of Alabama and especially the Landscape and Grounds Advisory Group, Dana extended appreciation to Bryan Graham for his loyal service to the University. She especially thanked him for the tireless voluntary work that he has provided by being a member of the committee.

- Dana advised the group that there seems to be a light differential on University Blvd between the lamps on the North side and South side of the street. The fixtures along the Fraternity side of the street are much dimmer than the opposite side. Tim Porter, Electrical Manager and Randy Barton, Electrical Engineer, will be tasked with investigating and correcting this issue, per Duane Lamb.

- Meeting was adjourned by Dr. Dana Keith.
Landscape and Grounds Advisory Group Meeting Minutes  
February 4th, 2013  
1:30 pm Advancement Conference Room (218 Rose Administration)

I. Campus briefing to Jefferson County Alumni  
Duane Lamb

It was decided to present this at the next scheduled Landscape and Grounds Advisory meeting, when all members will be present.

II. Sea Grass at Capstone Village Circle  
Duane Lamb

Duane Lamb discussed the Sea Grass at Capstone Village and whether or not we should remove it or just keep it pruned. It was the consensus of the group to allow it to remain and to keep it manicured.

III. Trees transplanted over holiday break  
Duane Lamb

60 trees were transplanted over the holiday break. According to Duane Lamb, providing this service in house, with the new spade has literally paid for the spade in the completion of this single project. Col Lamb proposed that we irrigate the island area in the remote parking area where the trees have been planted. Dr. Gilbert has tasked him to submit a cost estimate on irrigation of the remote lot.

IV. System Office Landscape Plan  
Dan Wolfe

This topic will be discussed in the next regular meeting.

V. Strength and Conditioning Facility Plan  
Bonner Lee

Bonner Lee presented a “working plan” for the Intramural Fields (Please see attachment). There is some concern regarding the irrigation of this area around the Mal Moore Facility. Currently the area is irrigated by both electric and hydraulic systems. Bonner plans to speak to Brandon Sevedge to discuss the monetary savings and opportunity to switch the entire area to electrical irrigation systems. This will enable us to monitor the irrigation using our central master control system.

0668_002.jpg
VI. Soccer Lot/Remote Parking Area Tree Relocation

Bonner Lee advised the group that trees will be removed from the Ferguson Center and relocated to the Remote Parking area across from the Medical Center. By summer, this area will be very mature and vibrant with color and shading (Please see attachment below).

![0668_001.jpg](image)

VII. Other Issues All

**Scheduled Tree Removal:**

_Duane Lamb advised the group of a number of (dead) trees that have been approved for removal by Dr. Lynda Gilbert:_

- Dead Pine at Sherwood Forest
- Dead Poplar at Sherwood
- Dead Cherry Tree at KA house

_One tree, slated to be removed at Pinehurst was downed by the last “wind” storm. It has been removed and the area cleaned._

**Capstone Village Community Garden:**

_Bonner Lee discussed the rendering of the Capstone Village Community Garden. Originally, it included “fruit trees” of various species. Since money is not readily available, this portion of the project will be placed on hold (Please see attachment)._
Minutes
Landscape and Grounds Advisory Group
February 17, 2014
Advancement Conference Room 218

I. Possible gifting of a campus sculpture

Dan Wolfe shared photo attachment of proposed sculpture. The L&G Advisory discussed at length and after consideration, the group unanimously was not in favor of placement. Dr. Gilbert and Dr. Keith/Dana will present to Dr. Bonner in meeting on 2-18-2014 due to BOT 415. Update at the next scheduled meeting of the Landscape Advisory group in March.

II. University Blvd. Lamp and lighting differential update

Donna McCray presented the findings of Randy Barton, and his recommendations in the absence of Duane Lamb. The Advisory Group has agreed to follow the recommendation and re-lamp a group of 5-6 north side fixtures and assess to determine if re-lamping all the fixtures is warranted. Donna was asked to follow-up with Randy Barton, Electrical Engineer, to ensure that this tasking is completed.

III. Continued parking on Turf at Pike House

Donna McCray shared pictures of the continued parking issues at the Pike House. Dr. Gilbert would like for Duane Lamb to follow up with his email to John Murdock; however, she also decided to go ahead and ask Dan Wolfe to design Bollard/chain plan, Facilities implement plan and UA will fund the project.

IV. Possible Memorial Garden at Capstone Village
Dr. Gilbert and Dana will speak to Dr. Bonner regarding this request. A decision will be made as to whether or not to allow some type of memorial garden or follow the Campus Master Plan at Capstone Village.

V. Gamma Phi Beta

Bonner presented the Landscape plan for this project. Dr. Gilbert would like for concrete slab to be poured for 2 bike racks to be shared between Gamma Phi Beta and Alpha Phi. This bike rack area will be situated on UA common area. The L&G Advisory group approved of the Landscape plan.

VI. Alpha Phi

Bonner presented the Landscape plan for this project. The Advisory Group approved the presented plan.

IV. Other Issues

- **Phi Kappa Psi** – destruction of Property/illegal parking - The group discussed, and it was determined that the Fraternity be billed for the repair of damages. Bryant Anderson will have Grounds repair and charge the organization. Dr. Gilbert has approved our request to place bollards/chains. Dan Wolfe will design plan and UA will fund.

- **Lakeside Housing** – destruction of property/illegal parking – Stephen Hood will pay for repair and Bollard and Chain Project to be designed by Dan Wolfe.

- **Butler Field Illegal Parking across from Moody Music on Baseball Gameday Saturday – February 16th.** Dr. Gilbert will speak to Gina Johnson regarding parking and Tide Pride Parking at Coleman Coliseum. Dan Wolfe is tasked with a design for Bollards and Chains. UA will fund per Dr. Gilbert.

  Update from Dana Keith: Subsequently, Dr. G. and I spoke with Gina about the Parking. They only block off Coleman Coliseum for Football, Basketball, and Gymnastics. There are only 15 spaces that are reserved for Baseball. We will still Bollard the Moody/Butler Field lot.

- **A decision was made regarding the removal of the dead tree by McMillian.** It was approved for removal. Bryant’s team will proceed with removal.
The 4 trees at the Kappa Delta House will be removed to accommodate construction of the new house. V.P. Dr Lynda Gilbert reluctantly understood and concurred with this action.

Reece Phifer – Bonner presented the Landscape Plan for the Doster side that had been damaged due to the Water Proofing Project. Dana stated that Facilities perform Deferred Maintenance Projects by budgeting sufficiently to repair landscape in consultation with the Advisory Group in the future.
I. Revised Systems Office Landscape Plan:

Bonner presented the revised plan and discussed the changes in plantings and foliage. Bonner will also speak to Ken Horst per a suggestion by Dana Keith, regarding the elimination of a sidewalk on the West side of the System Office. This sidewalk would lead to a dead end and has no functional purpose. Ken Horst will address the Fire Marshall for the City and see if this can be eliminated. Bonner stated that presently the plan is under budget.

II. Pi Kappa Phi:

Bonner addressed the landscape plan for Pi Kappa Phi. Sandee Witt suggested that we remove one of the Over Cup Oak trees from the plan, which will open up the rear sodded area for activity. This is the area behind the fraternity party room. It was further discussed to add Asiatic Jasmine and foliage around the transformer in order to make the area aesthetically pleasing. The group was in favor of these changes.

III. Other Issues:

- Duane Lamb showed a photograph of Doster Hall with the newly installed railing completing the finished look of this campus landmark.
- Duane Lamb discussed the desire to possibly sod or place a barrier of landscape at Solomon’s Lot. Bonner Lee was tasked with reviewing the area and devising a plan to use recycled plants for coverage. This area can be improved incrementally as resources become available.
- The Student Organization/Art request for 3 Robotic flowers to be placed temporarily at Houser and Hardaway was approved by the group. This project will be for one month.

Good News Items:

1. UA Athletic track Complete and funding has been approved a plan for a multi-purpose sidewalk from the street curb to the end of the track/field area. This will include bollards and chains to protect the sod and landscape. (Duane Lamb)

2. #7 Pinehurst area where the old pine tree was removed has been re-sodded. (Duane Lamb)

3. Funding has been approved for Remote Parking Lot Irrigation. (Duane Lamb)
Minutes

Landscape and Grounds Advisory Group

March 3, 2014

326 Rose Admin.

Attendees: Dr Lynda Gilbert, Duane Lamb, Dan Wolfe, Bonner Lee, Bryant Anderson & Donna McCray

I. **Old Golf Course** – Duane Lamb discussed the issue/phone call he received from Dr. Sobecky regarding dogs running loose at the Old Golf Course, making a mess and resulting in complaints and “dog bites”. Dr. Gilbert stated that the area is posted….No trespassing, and requests that UAPD be called with said issues. Col Lamb will research placing chain link fence, to be funded by Dr. Gilbert, in order to impede this practice.

II. **Chi Omega** – Bonner Lee shared the Landscape Plan; however, changes to include the removal of Autumn Fern and Cotoneaster and replacement of greenery, along with the change from Bermuda to Zoysia Turf, and the addition of a bike rack in the rear will result in the tabling of the plan until these changes can be communicated to the House Board and Landscape Engineer by Bonner.

III. **Hackberry Park** – Bonner Lee shared the Landscape plan for Hackberry Park. He discussed the addition of 5 picnic tables, 3 of which will be umbrella covered. He explained that the open area near Rodgers Library will be a staging area for moveable and reusable plant material and trees.
IV. Woods Quad Update - Bonner Lee shared the update, and explained the need to relocate one light that was in the “art section” to the edge of the Camellias. Dr. Gilbert asked that stepping stones be placed close to “Goldie, the Tin Man” to protect the Asiatic Jasmine from being trampled as students like to take pictures with the art project.

V. Other Issues

- NOAA maintenance contract is now our concern. (No irrigation presently and there are concerns regarding a well). Dr. Gilbert will check with Mike Spearing to ensure that a Well is permissible in the remediation agreement. Bonner is tasked with calling Dr. Dana Keith to discuss and updating the group at the next meeting.

- Pike House – Update from Col Lamb. John Murdock answered email and stated that it would be sometime over the summer before decisions could be made. Dr. Gilbert asks that Duane Lamb contact Mr Murdock and explain that we are about to place the bollards and chains. She would like the plan to address safety. UA is funding the bollards/chains.

- Manderson Landing – Hammocks are not allowed in this area. Letters are also missing from Manderson Signs. Dr. Gilbert will ask UAPD to monitor, and speak to Mike Kelly regarding cameras.

- Night time visitors, running around outdoors at the Mansion and porch areas. Dr. Gilbert will also ask Mike Kelly to place cameras, and discuss signage with Dr. Bonner for steps.

- LED Acorn Lights on Campus – Dan discussed the fixtures and whether we would be able to get them in the future if we begin switching over now. Dr. Gilbert has asked Dan to research different fixtures and costs.
Minutes

Landscape and Grounds Advisory Group

July 23, 2013

1:30 p.m. Advancement Conference Room (218 Rose Admin)

Attendees: Sandy Witt, Dana Keith, Duane Lamb, Dan Wolfe, Bonner Lee, Bryant Anderson, Donna McCray,

I. Skateboard Issues/Options for Foster Plaza

Dan explained that skateboarders are damaging the concrete seating walls around the landscaping at Foster Auditorium. He provided visual documentation. He plans to add bronze medallions/rail guards in order to prevent further skateboard damage. This plan was approved by the Advisory group.

II. Riverside Parking Lot

Bonner presented the parking lot landscape plan, and provided visual documentation to the group. The group discussed trees and variations of hollies. There will be less area inside the lot with turf; therefore, less opportunity to damage automobiles when mowing, edging and blowing. The Advisory group approved this plan. Duane Lamb requested a campus map be brought to meetings and Bonner volunteered to obtain one and bring it to the meetings.

III. Campus Tree Removal

The large Magnolia at Reese Phifer was discussed. The plan approved for the present is to prune it back aggressively before making a decision as to whether to remove it entirely.

Trees approved for removal include: 2 dead Sycamore’s at Marr’s Pond, dead Sweet Gum at the Law School, dead Hackberry at Marr’s Pond, tree struck by lightning on the Quad, and the dead Hackberry on the Quad. Duane Lamb discussed a diseased tree (canker) at the Mansion. The plan is to keep an eye on it, as it may need to be removed to prevent spreading of the disease to other trees.

Bryant Anderson is to communicate with the Campus Forrester to set up a time to show a tree presentation to the Advisory Group. Once the date/time has been confirmed, Donna McCray will request the use of Conference room 254 or 326 Rose Administration for the presentation.

The Landscape Advisory Group approved the temporary move in signage request for Fall of 2013 Move In.

dm
Landscape and Grounds Committee Meeting Minutes
October 1, 2012
1:30 pm Advancement Conference Room, 218 Rose Administration

Members Present: Sandee Witt, Dana Keith, Duane Lamb, Dan Wolfe, Bonner Lee, Bryant Anderson

I  Update of Capstone Village Garden Center
Charles Hilburn is excited about the Ribbon Cutting Ceremony of the Capstone Village Garden Center to be held on Oct. 3 at 3:00pm. All soil has been placed in planters and once the Ceremony has concluded, Charles can distribute the plots to residents. Grapevines and Fruit Trees are slated to be planted this winter and the third and final birdhouse remains to be moved.

II  Update on Mansion Up- lighting
The Facilities and Grounds Team, led by Duane Lamb placed up- lighting in the trees at the Mansion prior to the Game on Saturday, Sept. 29th. Much of the light source dispersed due to lights inside the tents. Committee members agreed that Sandee Witt and Col Lamb return to Mansion on Monday night, Oct. 1st to view, and decide if anything further needed to be added, or if the set up was adequate.

III  Tour of Campus with Dr. Bailey and Dr. Tillery slated for Oct. 5th
The committee decided that Duane Lamb and Dan Wolfe should devise a basic route for the tour that would encompass, Shelby Complex, Presidential I and II, Capstone Village, Gorgas House, Marr’s Spring, Rise Center, Nursing School and Quad. It was further decided that the Landscape and Grounds Master Plan should be discussed to include signage, campus plans tree and plant types etc. Explanation of methods and the vision behind campus beautification and how it relates to recruitment should be enforced, along with consistency of standards.

IV  Update on Sidewalks at Law School and Alumni Hall
Bonner distributed photographs of new and improved sidewalks, pavers and extensions. The Committee was very pleased with the outcome.
V  Update on Alpha Gamma Delta

Bonner submitted and distributed photographs of Landscaping plans for the house. The Committee was pleased with the direction being taken and approved the plan.

VII  Other Items:

• There are concerns among committee members in regards to the “anchor” that has been planted on the front lawn of the Delta Gamma House, and how this affects campus standards. The committee agrees that it should be moved to the rear of the house, and Dan is to contact the Project Manager.

• Discussed ESPN showcasing Doster Hall and the new Landscaping Project on National TV on Saturday night, during the game.

• Mansion Gate to the Rose Garden (Far Southwest side of Little White House) Dan distributed photos of the proposed gate to be added at the Mansion. It will be complete with scan access and is to remain locked. It can be opened if needed on game days. The committee agreed unanimously to paint all 3 rear gates black and to make the grill smaller in an effort to increase privacy to Dr. Bailey and Dr. Tillery.
Landscape and Grounds Committee Meeting  
November 12th, 2012  
1:30 pm Advancement Conference Room, 218 Rose Administration  

I. Update for Landscape design to conceal power distribution junction at Manderson Landing—(including irrigation)

Duane Lamb asked Bonner and Bryant to come up with a solution to conceal the unsightly power distribution box at Manderson Landing. Bonner has a plan in process to run a new meter/irrigation system, as he is working the project for the Rowing Team Boathouse. Mrs. Witt and Col Lamb prefer that the first choice of landscaping to hide the box should include Hollies. The Committee agreed that the Manderson Landing sign and power pole be included in the project.

II. Update on Fall Grass over-seeding plan

Duane Lamb advised the Committee that Grounds had performed a “quick” over-seed of the Quad, two weeks into the football season. The current plan is to perform the second over-seeding treatment after the AL/AU game, in hopes that the Quad will be green and plush again by Christmas or January at the latest.

III. Fall color (flower) planting update

The Committee was updated by Duane Lamb in regards to the planting of color beds. All bulbs and Tulips have been planted. Pansies have also been planted in high visible areas. There are still a few locations in the second tier that continue to be completed.

IV. Grounds Holding Area Buffer and fencing update

Bonner Lee shared the Landscape plan for Capstone Village to include the Grounds Holding Area, fencing and buffer. Currently, there is an existing chain length fence in place. Eight foot away from this fence, a white, solid, decorative fence is to be constructed. On the other side of the fence there will be a nursery area developed for campus use of plantings. Hollies will be planted and Lobolly pines, Oaks and Crepe Myrtles will complete the buffering. This plan will enhance the area and make it aesthetically pleasing for the residents of CV. Dan is to share the plan with CV tomorrow in a scheduled meeting.
V.
Update on Old Hackberry Triangle

Bonner presented the landscape plan for the Old Hackberry Triangle. The committee liked the plan and was happy that the area will be receiving much needed attention. Bonner plans to share the plan with the city.

VI.
Marr’s Spring Hill

Bonner outlined the landscape project plan for Marr’s Spring Hill. It includes a palate of many textures and colors. Sandee Witt asked who is funding this project and Bonner advised that it has yet to be determined. Col Lamb asked Committee to consider placing a couple of picnic tables and possible benches in the area between the retaining wall and the sidewalk. Dan suggested that we repaint the wall a different color, possibly green. It was also discussed that a more earth tone taupe/tan color be used. The Committee has tabled the idea pending everyone’s taking a trip over there before the next meeting and looking at the existing wall color.

VII.
Other items

- Mrs Sandee Witt asked the Committee what the status was on the removal and replacement of Hollies in front of the Mansion. The Grounds Dept. is to locate 2 identical Hollies, which are between 8-10 ft. in height. They are to be tightly clipped and formal.

- Dan Wolfe asked the Committee to consider re-landscaping the Law School sign. The shrubs are tired looking and in need of new design. This is to be discussed with Dean Funderberg and funding requested. Bonner is to devise a landscape plan.

- Duane Lamb advised the group that the addition of small walkways through the landscaping of the BDS sign on University Blvd. has successfully caused the fans to use these stones versus walking through the shrubs to sit on the sign for pictures.

- Sandee Witt has asked the Committee to come up with a plan for added lighting between the Mansion “new gate” and Rose Administration. This additional light is needed as a safety measure as Dr. Bonner crosses from the Mansion to Rose Admin. during the night. Duane Lamb asked Bonner Lee to devise a plan and prepare a cost estimate for completion.

- Bonner Lee updated all on the Delta Delta Delta Landscape Plan. He stated that it is very busy and in need of some help. The Committee agreed unanimously. Bryan Graham has asked that Bonner send the plan to him, and he will speak to the existing landscape architect and help him make a few changes that will be more in line with the campus standard.
Virtual Campus Tour web link:

http://tour.ua.edu/virtual/
Minutes
Landscape and Grounds Advisory Group
March 17, 2014
326 Rose Admin.

Attendees: Dr. Lynda Gilbert, Dr. Dana Keith, Col Duane Lamb, Dan Wolfe, Bryant Anderson, Bonner Lee, Donna McCray

I. Lack of Irrigation at Dance Studio (Old Bryce Chapel)

*Irrigation installation was left off this “last minute” project that was performed by the contractor, due to lack of funding. According to Bonner, it would cost approximately 5K to run irrigation around the area that has been landscaped (only). In the future, all projects must be holistically coordinated to ensure the UA standards are included in landscaping/irrigation plan.*

II. Design Plans and Cost to Landscape Front Bldg. of Capstone Village

*This plan has been redesigned several times in the past couple of years, and they have always tabled the plan. Bonner will speak to Charles Hilburn, and request an updated plan and cost estimate. He will notify Capstone Village that they must receive approved funding thorough Lisa Rhiney in the Provost’s Office.*

III. Quad Sidewalk Plan

*Dr. Gilbert and Dana discussed the plan for enlarging sidewalks in phases on the Quad. Dan is to bring a proposal to the next Landscape and Grounds Meeting to discuss and show costs proposals for phases that cost no more than $250K and can be done without being affected by future construction plans.*

IV. Other issues/updates

- Duane Lamb proposed the culling of pine trees that have become too tight in front of Capstone Village. This proposal was approved by Advisory Group.

- Duane Lamb proposed looking into training our Grounds Forrester to become a certified Arborist for UA. Dr. Gilbert discussed a possible bump in salary upon completion, and asked that Duane proceed with research into this goal.
• Duane Lamb shared that the DKE brothers had hammered 4 (6-8 inch) spikes into a tree in their front yard over the weekend, in order to climb up in the tree, and place a chair. Dr. Gilbert wanted this turned over to Judicial Affairs. Bryant Anderson has stated that this has been accomplished.

• Dr. Gilbert and Dr. Keith discussed a tree donation policy for campus. Dr. Keith has asked Col Lamb and Donna to research other campus policies and report back at the next meeting. Dana/Dr Keith will then compile the information and present a policy to UA Advancement. Ideas include allowing entities to donate 1K for a tree, and the UA chooses the type tree and venue. The person who donates the money to fund a tree would receive a certificate in return. Plaques, signage, bricks etc. will not be permitted.

• Bonner notified the group that Green Leaf Nursery in MS has offered to donate a tree in the near future.

• Bonner shared proposals for bollards:

  1 PAF will be entered for Phi Kappa Psi and Pi Kappa Alpha. 1 PAF will be entered separately for the Band field, and housing (Steven Hood) will fund Lakeside.

• Dr. Gilbert would like bollards also placed at Hackberry Park on Campus Drive.

• Chi Omega met with Bonner and worked out the changes made at the last Landscape Advisory Group meeting; however, they wanted to use 3.5 gallon plant materials and shrubs. The Group maintained that Bonner would advise them that they must stick to UA Standards of 7 Gal containers and 4.5 inch trees unless the plant materials are within their brick fence.

• Bonner briefed the group on the sidewalks at the KD house. They will need to be placed 6 inches deep without the use of gravel below in order to protect the roots of the existing Live Oaks.
Minutes

Landscape and Grounds Advisory Group

April 15, 2013

1:30 p.m. Advancement Conference Room (218 Rose Admin)

I  SEC Quad Entrance Wall  Bonner Lee

Bonner presented the plan for the entrance to the SEC from the Ferguson Center. The wall will contain lettering and possibly a medallion. This “naming” will go to the BOT for approval in September. After much discussion regarding adding color to the center bed, Dana Keith asked Bonner to revise the rendering and present it to the Advisory group at the next meeting.

II  Shelby Fountain and Sidewalk Revision  Bonner Lee

Bonner presented plan to include a single sidewalk in this area in lieu of a multi-purpose sidewalk. De-emphasizing this sidewalk as a major thoroughfare will guide visitors to use the main entrance. The group was acceptable of this plan.

III  Preliminary Ferguson Plaza  Bonner Lee

Bonner presented various photos of existing Ferguson Center Plaza and Promenade. He addressed blending the angles and entrances in order to tie them in seamlessly with the new entrance to the Ferguson Center. Plans are in place to relocate the arbor to the opposite end of the Promenade and to possibly pave the area between the pavers tying them together. Dana mentioned that this may need to be an incremental future project, as funding is tight presently. Duane Lamb inquired as to whether this could be tied into the Academic Plaza. Dana was going to check into this idea. Also, it was suggested that Dan and Bonner speak with Mark Nelson and Molly Lawrence about any changes to the Crimson Promenade.

IV. Other Issues  All
• Duane Lamb informed the group that Dr Gilbert had approved the landscaping, sidewalk and additions of Bollards and chains to the area directly outside the fence of the Sam Bailey Track Center.

• Duane Lamb informed the group that the Circle bed in front of the Mansion had boxwoods that had come to the end of their life cycle. It was agreed upon to replace them before football season.
I. Capstone Village Environmental Committee Mtg.

Duane shared the list of issues from the CV Environmental Committee and “wish list” sent to the Advisory group for consideration. At this juncture, the Facilities and Grounds Department is functioning to maintain Capstone Village within the same “standard guidelines” as other campus property. If they would like to fund various projects, the UA will be happy to assist with their project list, with funding through their donations. Dr. Gilbert and Dr. Keith have offered to attend the next C.V. meeting with Col Lamb. Col Lamb was asked to communicate the wishes of the Advisory Group with Charles Hilburn.

Per one of the requests, Bryant Anderson has agreed to have his tree crew go in and “thin out” some of the smaller pines in front of Capstone Village.

II. Memorial Gifting of Trees (SEC Counterparts)

Duane shared that he reached out to SEC counterparts regarding Memorial Tree Gifting. The group asked Duane to draft a policy for consideration at the next meeting. UA policy will refer to “no tree memorials on campus”, and direct those interested, to contact Advancement for opportunities to make donations for trees that we would in turn choose variety and location for placement on campus.

III. Update on Hackberry Park

In Dan’s absence, Bonner shared that the side-walks and patio have been installed, and lamp poles are to be placed this week. The sign base has been started, and landscaping will follow.
IV. Alpha Phi

Bonner presented the Landscaping plan to the group, and it was unanimously approved.

V. Quad

Bonner presented the Quad sidewalk plan. Dr. Gilbert had requested that this project be placed into sections, so that one section could be completed prior to another beginning. It was agreed upon that the installation will begin on the East side of the Quad. Bonner will prepare a plan to ensure that the center sidewalk between Gorgas and Denny Chimes ends up in the center of the patio in front of Gorgas Library. Bonner will also prepare a cost estimate, and this project will be placed on Dr. Gilbert’s year end list.

VI. Paver Installation at Shelby Quad Entrance

Bonner presented for Dan. It was recommended and agreed upon that pavers be placed at the entrance of Shelby Quad since a path has already been worn by pedestrian traffic.

VII. Other Issues:

- **ACU Mobile Unit Set up for Publix Parking Lot**

  Donna was asked to contact Ronnie Robertson and ask him to meet with Michael Shults of Alabama Credit Union. This has been accomplished and Ronnie plans to meet with him and show him the exact area for placement of the temporary Mobile Unit for the next few months.

- **Construction Administration Projects/Riverside**

  Duane presented the need to tie the old hydraulic irrigation system into new system at Riverside. Bonner estimated 30K to complete this project. Duane will confer with Laverne to discuss funding.

- **East Annex**

  Duane shared with the group that this project is almost complete. Despite the inadvertent damage to the existing trees, they are being monitored and treated with deep fertilizers. He was apologetic, and very hopeful that they will be saved.
• **Baseball Stadium**

The group was briefed by Bonner regarding the plan to remove the trees around the BB stadium for the renovation project. The group reluctantly agreed to approve removal, and Bonner will plan to re-landscape with a larger than “standard” tree size.

• **CTSM**

Col Lamb shared that a list of standards for use of the new space for CTSM had been agreed upon in a meeting last week. Dr. Gilbert stated: “If they do not adhere to standards and inadvertently cause damage to the area, the Grounds Dept should repair the damage and send a bill.

• **Ferguson Plaza**

Bonner discussed the need to move/remove the tired, rotting trellis from the new Plaza area prior to the opening of the newly renovated Ferguson Center. The Group feels that because the trellis is in bad repair, and not consistent with the UA standard architecture “look”, that it be removed permanently or at least moved to a new area on campus. Bonner is to research locations and history with Dan and devise a new way to commemorate the original history or intent of this structure, and report back to the group.

• **Bryce Barnes Building/Irrigation and Landscaping**

Bonner was to share a plan; however it was decided with all the construction, demolition and road building in the vicinity, it would be fruitless. Therefore, a decision was made to wait.

• **New Central Campus Sanitary Sewer Retention Plan**

Bonner discussed the plan that McGiffert presented to remove 7 trees. Bonner asked for an alternate plan, and the alternate plan would involve the removal of up to 3 trees. Dr. Gilbert would like to see them lay the pipe to the right or the left of the tree line. Dr. Keith and Dr. Gilbert asked Bonner to communicate with Dan and bring a plan back to the group at a future meeting.

• **Mansion Dogwoods**
One “other issue” topic that was inadvertently left out of the meeting today involves the request that Dr. Bonner has made to thin out the Cherry Laurels between the Mansion and Rose Administration and the Mansion, and replace with Dogwoods. The Grounds Department will proceed with this upon direction from Duane Lamb.
Minutes

May 12, 2014 (1:30 p.m)

326 Rose Administration

Landscape and Grounds Advisory Meeting

Attendees: Dr. Dana Keith, Dan Wolfe, Bonner Lee, Bryant Anderson, Donna McCray

I. Campus Wide Traffic Control

Bonner and Dan presented a signage plan for construction projects on campus. Dana has asked that Dan communicate with Construction Admin and have them coordinate these plans with University Relations.

II. Campus Tree Donor Policy

Dana requested that we edit and make changes to the Draft and present at next meeting. Duane and Donna will make changes to resubmit.

III. Bollards at Hackberry Park

Dan shared plan for bollards and chains to inhibit vehicular and pedestrian traffic from cutting through the park and to keep autos from parking on the lawn. The plan is to fund out of the Hackberry Park Improvement project. Bonner shared the Landscape Plan and the group approved the rendering, complete with monochromatic color (pink blooms).

IV. Tree removal in rear of Mansion

Bryant shared photos of the tree at the Southwest corner of the Mansion that has been inspected. The campus forester suggests that we continue with fertilization and inspect again in another year. The tree has shown some positive improvement.
V. Proposed Fencing (6 ft) at Mansion

Dan shared plan for fencing the rear of the Mansion. He stated that it will be consistent with fencing at the Tri Delta house. Dana will discuss the option of a gate with Dr. Bonner.

Also… Dana will discuss with Dr. Gilbert the openness and need for privacy at several of the new sorority houses that are central to sidewalks on campus.

VI. Tree replacement at Mansion (remove Cherry Laurels and replant Coosa Dogwood)

Bonner discussed the plan that Dr Bonner requested. Dan, Bonner and Dana all agree that in order to eliminate the possibility of opening up the area, thus causing a greater lack of privacy (as the Cherry Laurels are Evergreen), they will begin by adding Dogwoods without the elimination of the Cherry Laurels. Dana has asked Bonner to provide a mock up of the plan for sharing with Dr. Bonner.

VII. Parking Deck

Bonner shared the Landscape plan for the Barnwell deck on South Campus. Everyone was agreeable to plan.

VIII. Ferguson Ctr Main Entrance Renovation (Pergola)

Dana will speak to Dr. Gilbert and present a plan for the use of the Pergola columns as a Gazebo with plaques at Hackberry Park before the group commits to a plan.

IX. Boxwoods at Denny Chimes

The group agreed with the plan presented by Bryant to cut back the Boxwoods at Denny Chimes.
X. Reschedule May 26th Meeting

The next meeting has been rescheduled for Tuesday, June 3rd at 1:30 p.m.

Other Topics:  

- Tree at Hackberry – Bryant showed photos of a tree in poor decline over by Osband Hall. Dana has asked that he get the campus forester to give a second opinion and if he agrees, she is agreeable to its removal.

- Curator of Gorgas House – would like a sign in front of the house (brick) stating museum, time, days of operation etc. As this would be unsightly and cause problems for photos and events, Dan is to research other instances of historical signage and report ideas back to the group. Dana has asked that he look into signage that can be placed on the fence and is possibly removable.

- Bonner shared the Landscape plan for the Safe Shelter. It is very efficient using Carissa Hollies, Nellie R. Stevens Hollies and Yaupon Hollies as well as Crepe Myrtles. There will be 3 irrigation zones. The plan comes in under budget and was approved by the group.
Minutes
Landscape and Grounds Advisory Group Meeting
Monday, May 27th
1:30pm Advancement Conference Room (218 Rose Administration)

I. Discuss Patio Home yards/lawns at Capstone Village:

Col Lamb advised the group that a resident at CV has planted trees, and placed bird feeders well outside his lawn boundaries. This could be problematic in that all other residents could follow suit. Col Lamb is to speak to Charles Hilburn regarding campus standards and policy and see if new policy needs to be authored or old policy needs to be updated.

II. Summer Bollard and Chain Update:

Bonner updated the group regarding bollards and chains on campus. He shared plans to place bollards and chains on Hackberry from Russell to Gordon Palmer and at Bryce Lawn (Bryce Lawn Drive and 4th).

III. Other Issues:

- Art department – wishes to relocate one of Craig Wedderspoon’s art sculptures to the front of the Art Dept. Lawn. The group was in agreement that based on size of sculpture, area requested and potential for safety problems, that Dr. Benson should be communicated with regarding the possibility of retiring this project. Dana will carry concerns to Dr. Benson and address the group at a later meeting.

- Shelby Quadrangle – in lieu of placing graduated wall in front of the area coming from Ferguson Center, it has been submitted that stately columns be used instead. This will make the area look less residential, more stately and will be less of a safety concern/issue. It is also expected to be cost efficient.

- Update on Pinehurst: The tree next to the house has been removed and a retaining wall built. The space between the stone patio and retaining wall will house Mondo grass. The A/C units have been moved to the side and the area is more esthetically pleasing. Landscaping and painting are slated to be complete within the next week.

5/27/2013

dm
I. Discuss fence and sidewalk at Law School

Fence and sidewalk at the Law School discussion
Bonner distributed the proposed plan and pictures of the area. A new sidewalk will be installed at the northeast side of the Law School and will extend by the front of the building. The back area of the Law School currently has a chain link fence. The law school will extend the chain link fence along the back of the building. The extension of the chain link fence will prevent pedestrian traffic through the building. Planting materials were added to the plan to buffer the extension of the chain link fence. The planting materials will include the following: Nellie R. Stevan's Holly, Waxleaf ligustrum, dwarf yaupon holly, and overcup oaks. The fence will not be seen from the front of the building. The committee approved the plan.

II. Discuss Alumni Hall sidewalk

Alumni Hall sidewalk discussion
Bonner distributed the proposed plan and photographs of the area. The new sidewalk will be located north of Alumni Hall. The plan adds new concrete walk, pavers, and uplighting. One tree in the area will be removed to accommodate the new sidewalk.

III. Review Presidential Village interior courtyard planter/trellis

Presidential Village interior courtyard planter/trellis review
Bonner distributed the proposed plan. The plan creates a landscape area on top of the parking deck. The plan will include two central planters with small trees and four areas for grills or gazebos. Raised beds with seat walls will be located in the area with the central planters. The trellis will be located in the four areas for grills or gazebos. The committee approved the plan.

IV. Update on Rose Administration and Doster Hall landscape project

Rose Administration and Doster Hall landscape project update
Most of the irrigation has been installed except for the front of Doster Hall. Planting in front of Rose administration is occurring. Dana will follow up with Tim regarding the design for the new accessibility ramp for Rose Administration. A decision will be made regarding railing for Doster Hall.
V. Update on #9 and #11 Pinehurst landscape project

Update on #9 and #11 Pinehurst landscape project
Project is proceeding well. Azaleas will be planted tomorrow morning. Next, the area will be mulched.

VI. Review Quad sidewalk plan

Quad sidewalk plan review
The committee reviewed the quad sidewalk plan. Dan and Bonner will meet with Dr. Gilbert for guidance on phasing the plan. In addition, a storm water drainage study will be prepared for the area.

VII. Other Items

There are no additional items.
I. Update on President’s Mansion re-sodding

President’s Mansion Re-sodding update
Duane briefly discussed re-sodding at the President’s Mansion. Bonner distributed a proposed landscape plan for the south side of the President’s Mansion. The proposed plan would re-sod a portion of the President’s mansion with Empire zoysia. The committee briefly discussed the proposed planting materials. The committee approved the planting materials and removal of the planting pots in the area. The committee, however, will revisit the plan for the middle portion (courtyard area) of the south side of the plan.

II. Update on President’s Mansion back yard drainage

President’s Mansion back yard drainage
Duane briefly discussed the installation of two drains in the backyard of the President’s Mansion.

III. Update on pre-season football preparation

Pre-season Football preparation update
Duane briefly updated the committee on the campus’s preparation for the football season. The Grounds department has re-sodded at the Quad and installed new lighting in the area. On University Boulevard towards the Alpha Tau Omega house, the area has been cleaned up. Irrigation and lighting has been added in the area. These changes provide a good pedestrian connectivity.

IV. Update on Gorgas House landscaping project

Gorgas House landscaping project update
The Gorgas House landscaping project is near completion. The uplighting inside the Gorgas fence has been completed. The irrigation installation began on August 22. In addition, the installation of the acorn lighting outside the Gorgas fence will be complete before the first home football game. Committee agreed no tailgating in the area for the first home football game. In addition, the man hole covers in the area were removed.
V. Update on Triangle Parking Lot irrigation project

Triangle Parking Lot irrigation project update
Bonner distributed an irrigation and landscape plan for the Triangle Parking Lot near Tutwiler. Bonner briefly discussed the proposed plans for the area. The proposed landscape plan consisted of the following planting materials: Nuttall oaks, Chinese pistache, Natchez crape myrtles, Needle Point holly, and Bermuda grass. Bonner will price the cost of the landscaping and email the price to Dana. The price for landscaping will include the removal of the existing sod and adding new sod along with new planting materials.

VI. Other Items

Director of Grounds Department
Duane introduced Bryant Anderson, the new Director of Grounds, to the committee.

Corner of Reese- Phifer Hall
Due to safety concerns, committee agreed to add dirt and bollards and chains from the corner of Reese-Phifer to the walk of champions at Bryant-Denny Stadium.

Banner on campus
Committee discussed implementing a banner policy for the campus. The committee suggested the following items be addressed in the Banner policy: a standard for the campus, proper installation, and duration of time for the banners. Upon completion of the proposed banner policy by the Grounds department, the committee will review the policy.

Rose Administration and Doster Hall landscape project
Due to time constraints on other projects, the landscape design for Rose Administration and Doster Hall is not complete. Bonner will complete the landscape design and present at an upcoming Landscape and Grounds Committee meeting.
I. Discuss Alpha Chi Omega landscape plan

Alpha Chi Omega landscape plan discussion
Bonner distributed the landscape plan for Alpha Chi Omega. The committee discussed the plan. The committee approved planting Nellie R Steven’s holly in front of the sorority house. The committee postponed final approval of the entire project until further information is received.

II. Discuss SGA request for unity tree

SGA unity tree request discussion
Decision will be made at a later date.

III. Discuss SGA request for historic sign for Madison Hall

SGA historic sign request for Madison Hall discussion
Committee did not approve this item.

IV. Review landscape plan for Gordon Palmer

Gordon Palmer landscape plan discussion
Bonner distributed the proposed landscape plan for Gordon Palmer. The proposed plan adds more bike racks and bollards and chains to the area. The committee suggested ground cover instead of mulch and Nellie R Steven’s Holly instead of Foster Holly. Irrigation needs to be installed in the area. The estimated project cost is approximately $20,000. Committee approved the plan.

V. Review preliminary sidewalk plan for the Quad

Discussion of preliminary sidewalk plan for the Quad
Bonner distributed a detailed sidewalk plan for the Quad. The committee approved the plan. This proposed plan is a long-term project.
VI.  Review landscaping for the President’s mansion

Discussion of landscaping at the President’s mansion
Bonner distributed the proposed landscaping for the President’s Mansion. The plan includes the following planting materials: Nellie R. Stevens Holly, red ruffle azalea, George Tabor azaleas, Oakleaf hydrangea, dwarf yaupon holly, Reeves spirea, and green velvet boxwood. The estimated cost for the landscaping is $3,000. The committee approved the plan.

VII. Review landscaping for Phi Delta Theta

Phi Delta Theta landscape plan discussion
This item will be presented at the next meeting.

VIII. Review tree removal in front of Moore and Little Hall

Discussion of tree removal at Moore and Little Hall
Photographs were distributed denoting the trees, which needed removal. Committee approved removing the trees noted on the photographs. Committee also agreed to remove the pecan tree in the area.

IX. Other Items

Doster Hall and Rose Administration
The committee reviewed revision to the plan.
I. Discuss Child Development Sculpture Garden

Child Development Sculpture Garden discussion
Bonner distributed the landscape plan for the Child Development Sculpture Garden. A frog will be the next animal added in the sculpture garden. The planting materials will include the following: Indian Hawthorne, Pixie Loropetalum, and Dwarf Yaupon Holly. Child Development Resource Center will fund the project. Bonner will price the Project. Committee approved the plan.

II. Review landscape plan for Nott Hall Annex

Nott Hall Annex landscape plan discussion
Bonner distributed the future landscape plan for Nott Hall. The planting materials will include the following: George Tabour azalea, Big Blue liriope, dwarf yaupon holly, Foster holly, Nuttall oak, Carissa Holly, and Crape myrtles. Dan and Bonner will meet with Dr. Gilbert regarding the proposed plan. Committee approved the plan.

III. Discuss recycling bins on campus

Recycling bin discussion
The University is receiving new recycling bins that match the University’s existing trash cans. The recycling bins will consist of blue labeling to denote recycling.

IV. Review landscape plan for Russell Hall and East Quad Energy Plant

Discussion on landscape plan for Russell Hall and East Quad Energy Plant
Bonner distributed a preliminary landscape plan for the Russell Hall and East Quad Energy Plant area. Irrigation will be installed in the area. Committee suggested increasing the size of the Nellie R. Stevens surrounding the East Quad Energy Plant. The planting material will include the following: Nellie R. Stevens, Yaupon Holly, Crape myrtles, Needle Point holly, Foster Holly, Indian Hawthorne, and Sasanqua camellia. Committee approved the plan.

V. Discuss new indoor tennis complex landscaping

New Indoor tennis complex landscaping
Duane stated that the landscaping is complete, and the area looks nice.
VI. Discuss new police station landscaping

Move to next meeting.

VII. Discuss softball complex

Softball complex discussion
Brickyard seating was extended at the Softball complex.

VIII. Other Items

No items
I. Discuss Doster and Rose Administration landscape plan

Doster Hall and Rose Administration landscape plan discussion
Bonner and Dan distributed a color rendering of the landscape plan. The plan included light fixtures. This plan will be combined with the Farrah Hall exterior lighting package. The total project cost including the Farrah Hall lighting package is approximately $416,506. The committee approved the plan.

II. Discuss exterior lighting package for Farrah Hall

Discussion of exterior lighting package for Farrah Hall
Currently, there is no lighting in front of Farrah Hall on University Boulevard. Due to safety concerns, the committee approved the exterior lighting package. The estimated cost of the project is $58,000. This proposed Project and its cost will be included in the Doster Hall and Rose Administration project.

III. Update on President’s Mansion landscaping

Update on the President’s Mansion landscaping
Duane provided an update to the committee on the landscaping at the President’s Mansion. The Project encompassed removal of old azaleas and vines. In addition, hollies and camellias were added to the area.

IV. Review NOAA landscape plan

Discussion of NOAA landscape plan
The committee reviewed the proposed landscape plan for NOAA. The committee agreed the planting materials need to be revised. Dana stated a rendering and visual appearance waiver would be needed for the pond layout for this area.

V. Review Phi Delta Theta landscape plan

Discussion of the Phi Delta Theta landscape plan
Bonner distributed the proposed landscape plan for Phi Delta Theta. The landscape plan is consistent with the surrounding area. The planting materials include Natchez crape myrtle, Carissa Holly, dwarf yaupon holly, Shumard Oak, Nellie R. Stevens, knockout roses, Crenata Holly, and Waxleaf Ligustrum. In addition, the committee agreed to replace “Little Gem” with Dee Dee Blanchard. The committee approved the plan.
VI. Review Delta Gamma landscape plan

Discussion of Delta Gamma landscape plan
Bonner distributed the proposed landscape plan for Delta Gamma. The planting materials include Foster Holly, Carissa Holly, encore azalea, Natchez crape myrtle, Indian Hawthorne, Japanese maple, big blue liriope, and dwarf yaupon holly. The committee approved the plan.

VII. Review Alpha Delta Pi landscape plan

Discussion of Alpha Delta Pi landscape plan
Bonner distributed the proposed landscape plan for Alpha Delta Pi. The planting materials include Nellie R. Stevens Holly, boxwood, big blue liriope, white sasanqua camellia, Carissa Holly, dwarf yaupon holly, Indian Hawthorne, encore azalea, and Dee Dee Blanchard. The committee approved the plan.

VIII. Review landscape plan for Magnolia Drive

Discussion of Magnolia Drive landscape plan
Dan distributed a color rendering of the proposed area. The rendering includes a standard memorial encompassing the name of the buildings being demolished in the area. The planting materials include Indian Hawthorne, Natchez crape myrtle, sasanqua camellia, dwarf yaupon holly, Nellie R Stevens holly, Magnolia, and Overcup oaks. Dana wanted verification that the proposed planting materials are included in the budget of the Magnolia Drive project. Update on funding will be provided at the next committee meeting.

IX. Review Alpha Omicron Pi landscape plan

Discussion of Alpha Omicron Pi landscape plan
Bonner distributed the proposed landscape plan for Alpha Omicron Pi. The planting materials include green velvet boxwood, big blue liriope, peppermint camellia, waxleaf ligustrum, and seasonal color pots. The committee approved the plan.

X. Other Items

Indoor Tennis Stadium
The area looks nice.

Shelby Common’s area
The committee did not approve the placement of Mercedes cars in the common area at Shelby.
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
July 11, 2011
1:30 p.m. President’s Office Small Conference Room
Members Present: Sandee Kirby Witt, Dan Wolfe, Bonner Lee, Bryan Graham, and Duane Lamb

I. Discuss Alpha Gamma Delta landscape plan

Alpha Gamma Delta (AGD) landscape plan discussion
Bonner distributed the landscape plan. Committee suggested the following items: investigate the plant iveryana azalea, add Foster hollies to the plan, add boxwoods near courtyard fence, increase the size of Southern magnolias to 20 feet and normal size, revise design in the courtyard area, and add bollards and chains. Dan will email AGD rendering to the committee. Plan will be revised and presented to the committee at a future meeting.

II. Discuss Phi Delta Theta landscape plan

Phi Delta Theta landscape plan discussion
Bonner distributed the landscape plan. Committee suggested the following items: investigate the design of sidewalks for the area, add landscaping to the front of the fraternity, and add bollards and chains including Second Avenue. Committee also discussed creating consistency in the planting in the parking areas of Phi Delta Theta and Sigma Chi. Dan will email Phi Delta Theta rendering to the committee. The landscape plan will be revised and presented to the committee at a future meeting.

III. Discuss Alston Hall landscape plan

Alston Hall Landscape plan discussion
Bonner distributed the landscape plan. Planting materials included the following: George Tabor azalea, Natchez crape myrtles, big blue liriope, dwarf yaupon holly, Carissa holly, Stella d’Oro daylily, and wax leaf ligustrum. Committee approved the landscape plan.

IV. Discuss Sigma Chi landscape plan

Sigma Chi landscape plan discussion
Bonner distributed the landscape plan. Committee suggested the following items: review design of sidewalk in the front of the fraternity house, remove autumn brilliance service berry, coordinate bed lines with Phi Delta Theta, and revise plant materials including along parking lot area. Dan will email Sigma Chi rendering to the committee. The landscape plan will be revised and presented to the committee at a future meeting.
V. Other Items

Kappa Alpha Theta landscape plan
Bonner distributed landscape plan. Plant materials included the following: Carissa holly, George Tabor azalea, Natchez crape myrtles, dwarf yaupon holly, and variegated liriope. Committee approved the plan.

Tree behind Sigma Nu
A tree behind Sigma Nu has health concerns. Committee agreed to remove the tree.
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
March 6, 2012
1:30 p.m. President’s Office Small Conference Room
Members Present: Sandee Witt, Dana Keith, Dan Wolfe, Bonner Lee, Duane Lamb, and Bryant Anderson

I. Review landscape plan for Sam Bailey Track Stadium

Discussion of plan for Sam Bailey Track Stadium
Bonner distributed the plan for Sam Bailey Track Stadium and photographs of the area. The committee recommended a decorative fence for the area once the trees are removed for the shot put area. In addition, the committee recommended the track stadium sign being a part of the fencing for the area. This sign should be in accordance with the University design standards. In the future, the committee recommended a solid masonry fence in the area of the football practice field replacing the screen wall in that area. The landscape plan for the Sam Bailey Track Stadium will be presented to the committee at a future date.

II. Review UAPD landscaping

Discussion of UAPD landscaping
The landscaping for UAPD will be done in house by the University. Irrigation has been installed in the area, and trees have been planted. Drainage issues also have been repaired in this area.

III. Discuss possible International Flag display at Crimson Promenade

Discussion of possible International Flag Display at Crimson Promenade
Duane informed the committee of the concerns regarding the International Flags wrapping around B.B. Comer Hall on the east. The committee agreed to further research on possible solutions for the issue. The committee will review the topic again at a later date.

IV. Other Items

Doster Hall
The Doster Hall project will begin after Spring Break.

Rose Administration
Funding is being secured for the Rose Administration project.
I. Review revised landscape plan for NOAA building

Discuss the revised plan for NOAA building
Bonner distributed the proposed water feature depiction for the area. Before approval of the plan, the committee agreed that a photorealistic rendering of the water feature needs to be presented to the committee. Bonner has not received approval from NOAA regarding the committee’s suggested planting materials for the area. In addition, the property line issue needs to be resolved. Dan will design a water feature for the area and forward to NOAA’s landscape architect.

II. Review landscape plan for North Bluff substation

Discuss landscape plan for North Bluff substation
Bonner distributed the proposed landscape plan for the North Bluff substation. The planting materials include Shumard oak, grey owl juniper, Foster holly, big blue liriope, Carissa holly, Nellie R. Steven’s holly, and Bermuda sod. Prior to landscape installation, the landscape contractor needs to coordinate location of ground grid with Alabama Power. The committee approved the plan.

III. Discuss samples of concrete pavers for specialty areas on campus

Discussion of sample concrete pavers
Bonner presented samples of concrete pavers to the committee. The committee wants to develop a standard for concrete pavers on campus. The committee chose the Dublin pavers.

IV. Other Items

New Police Station
Landscaping is almost complete at the new police station. The grounds department is still doing the irrigation around the building.

Outdoor Track Stadium
The committee’s suggestions regarding landscaping and fencing for the Outdoor Track Stadium has been presented to Athletics. The committee is waiting on feedback from them.
Doster Hall landscaping
Doster Hall landscaping will begin on May 7, 2012.

Rose Administration
Dan will follow up with Tim on funding for handicap accessible ramps at Rose Administration.

Moore and Little
The project should be complete by the end of the summer. The committee agreed that sidewalks along 6th Avenue should be wider for the pedestrian traffic in the area. Bonner inquired if the crosswalks also need to be wider. Dan and Bonner will verify per the Campus Master plan if the crosswalks needs to be 8ft or 10ft.
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES  
May 14, 2012  
1:30 p.m. President’s Office Small Conference Room  
Members Present: Sandee Witt, Dana Keith, Dan Wolfe, Bryan Graham, Bonner Lee, Duane Lamb, and Bryant Anderson

I. Discuss update/revision of UA Landscape and Grounds Strategic Plan

Discussion of update/revision of the UA Landscape and Grounds Strategic Plan

UA Landscape and Grounds Strategic Plan was completed 2 years ago. Bonner will look at the tree list and review it for accuracy. The plan is available online. Committee members should review it for any changes.

II. Discuss transplanting large trees from Rose Towers

Discussion of transplanting large trees from Rose Towers

In front of Rose Towers, there are approximately five to six crape myrtles that Grounds department wants to move. The trees will be transplanted to 4th street in front of the parking lot.

III. Other Items

Tree Survey

The tree survey is progressing well.

Magnolia Trees

Any magnolia trees along Ridgecrest and Jack Warner that seem to have a problem will be fertilized.

Capstone Village

Dead tree in the area is scheduled to be removed.

Rose Towers and Riverside

The detention pond between Rose Towers and Riverside will no longer exist once construction in the area is complete.

Doster and Rose Administration

Pavers are being installed in the area in front of Doster where concrete was originally planned to be installed. In addition, the front of Rose Administration will comply with ADA requirements. Doster and Rose Administration will be completed by July 27, 2012.

Bollards and chains on Hackberry Lane

Dan will price the cost of placing bollards and chains on Hackberry Lane in the area of concern. Committee discussed more pedestrian traffic in the area upon the completion of Russell Hall. The bollards and chains will help organize the pedestrian traffic in the area.
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
November 28, 2011
1:30 p.m. President’s Office Small Conference Room
Members Present: Dana Keith, Sandee Witt, Dan Wolfe, Bryan Graham, Bonner Lee, Duane Lamb, and Bryant Anderson

I. Discuss irrigation installation at South Stadium “Tri-angle” parking lot

*Irrigation Installation*

Duane stated that the irrigation system has been installed except for the heads and meters. Planting materials will be added once irrigation system installation is complete. The entire project should be complete before Christmas.

II. Discuss impact on campus grounds during football season

*Impact on campus grounds during football season*

The Quad was overseeded after the last home football game.

III. Discuss new tree spade/transplanting activities

*New tree spade/transplanting activities*

The Grounds Department is in the process of acquiring a tree spade.

IV. Review preliminary landscape plan for NOAA- (National Water Center)

*Landscape plan for NOAA*

The preliminary landscape plan for the National Water Center was distributed to the committee. The National Water Center will be a LEED certified building. As a component of the LEED certification, water harvesting will occur at the new facility. The committee did not approve of ground cover and the optional rain garden as part of the landscape plan. The landscape plan will include lighting and irrigation. Upon the completion of the planting materials for the area, Bonner will present the final landscape plan to the committee.

V. Review landscape plan for Rose Administration and Doster Hall

*Landscape plan for Rose Administration and Doster Hall*

Bonner distributed the revised landscape plan for Rose Administration and Doster Hall. The knee wall and the maple trees along Colonial Drive will be removed from the plan. The committee also made the following changes 1) add boxwoods along the circular area in front of Doster Hall, 2) remove knockout roses in front of Doster Hall and replace with flowerbeds, 3) replace GG Gerbing azaleas with another color, 4) remove peppermint camellia in front of Rose
Administration and add Nellie R Steven’s Holly, 5) remove pots in the area and replace with seasonal color, 6) add railing and acorn lighting in front of Doster Hall, 7) add uplighting to Doster Hall, and 8) add pavers to the circular area in front of Doster Hall. Dan will photoshop the paver concept. The proposed estimate of the project is $350,000. The plan will be revised and presented to the committee for final approval.

VI. Review landscape plan for Sigma Chi and Phi Delta Theta

Sigma Chi and Phi Delta Theta
Bonner discussed the revised changes to the plan. The committee approved the landscape plans for Sigma Chi and Phi Delta Theta.

VII. Other Items

Capstone Village
Foresting improvement will occur around the area of Capstone Village and the Nursing home.

Nature Trail
Foresting improvement will occur in the area surrounding the Nature Trail.

Delta Delta Delta
The proposed landscape plan for Delta Delta Delta was distributed to the committee. Magnolia trees need to be added to the plan. The committee recommended the following planting materials: green leaf maple and pink cascade azalea. In addition, the committee recommended removing the frost proof gardenia and replace with dwarf yaupon holly. On the corner, the committee suggested emerald green arborvitae instead of Mary Nelly holly.
LANDSCAPE AND GROUNDS COMMITTEE MEETING
October 31, 2011
1:30 p.m. President’s Office Small Conference Room

Members Present: Dana Keith, Sandee Witt, Bryan Graham, Bonner Lee, Duane Lamb, and Bryant Anderson

I. Discuss SRAPPA presentation on Campus Beauty
   Duane Lamb
   Duane discussed the presentation in Jackson that he gave to the SRAPPA membership. He showed several photos of before and after shots. He received favorable feedback.

II. Discuss visit to the University of Mississippi and Jackson State University
    Duane Lamb
    Duane toured both Jackson State and Ole Miss’ campuses. He indicated that he did not see anything that they were doing better than we are.

III. Discuss Bryant Conference Center Landscape renovation
     Duane Lamb
     Project is complete.

IV. Discuss Bollards/Chains at Marr’s Spring and Jack Warner Parkway
    Duane Lamb
    Project is complete.

V. Review landscape plan for Moore Hall and Little Hall
   Bonner Lee
   The Committee reviewed the plan and made some suggested changes, including modifying the walkway and some recommended plant changes. Committee also recommended that the trees in the area be reviewed in the context of the plan to determine which ones needed to be potentially removed. Dana Keith asked that they verify that lighting is included in the Project.

VI. Review landscape plan for Indoor Tennis Facility
    Bonner Lee
    The Committee reviewed the plan and recommended that the juniper be changed to yaupon hollies. Also the plantings on the Capstone Village side were recommended for elimination. Dana Keith asked that they verify that lighting is included in the Project.

VII. Review landscape plan for new fraternity and sorority houses
     Bonner Lee
     The Committee recommended some plant changes for Phi Delta Theta and Sigma Chi. For Phi Delta Theta, the plantings on the east side by 2nd Avenue were changed to mirror what was on the Pi Kappa Alpha side of 2nd avenue (Magnolias). The Committee recommended that the Service berry trees be removed from the Sigma Chi project. A standard bike rack was recommended for the houses. In addition, Bonner will check to see if up-lighting is included in the projects. The plans for AOPi sorority were reviewed and no changes were recommended.
VIII. Discuss capital projects plant relocation

Bonner provided a listing of plant materials that will need to be relocated in the future and some recommendations for their new locations on campus.

IX. Other Items

All
LANDSCAPE AND GROUNDS COMMITTEE MEETING MINUTES
September 19, 2011
1:30 p.m. President’s Office Small Conference Room
Members Present: Sandee Kirby Witt, Dana Keith, Dan Wolfe, Bonner Lee, Bryan Graham, Duane Lamb, and Bryant Anderson

I. Review exterior banner policy

**Exterior Banner Policy review**
Dan distributed the proposed exterior banner policy for the campus. The committee discussed the policy and suggested the following changes: 1) revise the title, 2) remove language regarding no restriction on size, 3) change sequence of the policies, 4) note banners installation must be submitted through a work order with the University, 5) include language specifying a requirement to submit dimensions and wording of the banner with banner application, and 6) agreed upon the name of the Landscape and Grounds Committee as “Landscape and Grounds Advisory Group”.

Committee discussed possible ways to distribute and inform the campus of the exterior banner policy. Provost Bonner supports the new policy. Dan will revise the policy and distribute to the committee.

**Note: Committee members received the revised exterior banner policy.**

II. Review schematic design for Doster and Rose Administration

**Doster and Rose Administration schematic design review**
Bonner distributed the schematic design for Doster Hall and Rose Administration. The proposed plan included a revised sidewalk plan in front of Doster Hall. Committee suggested removing existing trees in front of Doster Hall along Colonial Drive, as well as revising the corner of University Boulevard and Colonial Drive. Committee also suggested adding the Dee Davis Camellias to the proposed plan. In addition, the committee suggested adding lighting to the plan. Irrigation is a part of the scope of this plan. Bonner will revise the plan and provide a cost estimate for the proposed Project. Additionally, the final plan will be shared with Dean Boschung.

III. Other Items

**Dee Davis Camellias**
Committee agreed to receive the Dee Davis camellias at this time in order to allow them to mature in a nursery setting.
President’s Mansion
The committee will investigate installing lighting in front of the President’s Mansion.

Tutwiler Triangle Parking Lot
Bonner distributed the revised plan for the Tutwiler Triangle Parking Lot. The proposed cost estimates were $9,500 for in-house installation and $13,000 for installation by Owens Landscape. Committee approved the plan.

Gorgas House
The Project is 98% complete. Uplighting for the inside of the Gorgas fence will be completed the week of September 19.
Attendees: Dr Lynda Gilbert, Dr Dana Keith, Col Duane Lamb, Bonner Lee, Donna McCray, Bryant Anderson

I. Street Light and Cow Path at intersection of McCorvey and Hackberry:

Dr. Keith/Dana communicated the issue to the Advisory Group. It was decided the best way to approach the issue of pedestrians forming a path would be to remove the light and pole and place a sidewalk and some landscaping. Bonner has been asked to take a look at additional cow paths on campus and bring a plan to the group for rendering a solution (Farrah Hall at Hackberry and University – Site of previous Deodor Pine).

II. Dead Tree by Shelby Hall:

Bonner Lee will check to see if it is under warranty for replacement prior to removal.

III. Wax Myrtle in front of ten Hoor deck:

Bryant Anderson has trimmed it, but would like to remove it as it is at the end of its life cycle and serves no purpose. It will be “spade out” to prevent re-growth. Approved.

IV. Sorority Fences:

The System Office has asked that a plan be implemented to secure privacy around the open fence area on the side of the Tri Delt Sorority house. Dan and Bonner suggest that in lieu of replacing fencing which would be expensive to consider additional Jasmine plantings. Within a year, the fence would be covered, and privacy would be restored. Dana has asked Dan and Bonner to email her the pictures of the fences at other sororities houses to share with Dr. Bonner.

V. Landscape and Grounds care at new Presidential Recreation Center:

Whereas, George Brown was interested in keeping the Grounds upkeep under his auspice for the new Rec. Center; Dr. Gilbert has indicated that she will communicate with him the following: UA Grounds Dept. will assume responsibility “outdoors” at both
Recreation Facilities, and the Rec. Center will only need to provide upkeep to the Rec. Fields.

VI. Approval of Tree Policy “Gifting”:

Dr. Keith shared with the group and it was approved and signed. Donna sent the electronic copy to Delphine Harris for entry on the UA Policy Website immediately following the meeting. If Fraternities or Sororities wish to place a tree via “Gifting” for their yards, a request would need to be formally made to the Landscape and Grounds Advisory Group for review and rendering of decision.

VII. Alpha Gamma Delta:

Dr. Gilbert has requested that Bonner devise an alternate plan for removal of the Flagstone Path and present it to the Advisory Group at our next meeting.

VIII. Phi Delta Theta:

Someone has painted “non-UA standard” No parking along the curb and gutter. Bonner and Dan will contact Chris D’Esposito to find out if UA Parking and Transportation performed this job. If they did not, they will contact John Murdock. It will need to be sand-blasted for removal and funded by whoever performed the job. Subsequent to the meeting, Dan has contacted Kat Gillian. UA did not paint the curbs and gutters.

IX. Hackberry Park Project:

Dan shared a rendering of a possible plaque of the Kilgore House. The group decided not to go with the plan at this time.

X. Gorgas House Signage Proposal:

Dan shared 3 sign renderings. The group decided to approve the signage placement on the fence. The museum curator will fund.

XI. Weather Vane on Riverside Bridge proposal:

Dan shared a proposal for an engineering research project. Dr. Gilbert requested that Dan prepare a mock up rendering, and she will communicate with Carl Pinkert.

XII. Baseball Stadium Preliminary Design:

Bonner shared a Landscape plan rendering for the Baseball stadium. Bonner plans to replace trees that are removed with new plantings if Athletics will fund.

XIII. Lighting at McCorvey and Hackberry:
Tim Leopard has requested that we fund 2 additional lamps in this location out of the Annual lighting account. Duane will check to ensure that we have funds necessary to transfer.

XIII. **Lettering at Manderson Landing**

This will be replaced at Manderson and Presidential as well as Ridgecrest over the summer. Mike Spooner will use Epoxy (substance that will make removal increasingly difficult in an attempt to secure them from theft.

XX. **Pi Kappa Phi Land to the East:**

Duane shared that the area “lot” to the east of Pi Kappa Phi is being used for parking and has become a terrible eyesore in this priority A area of campus. Dr. Gilbert will communicate with Gina Johnson that this area will now be used for beautification and possible park. Landscaping and Bollards will be used to enhance and protect the area.

XXI. **Solomon’s Corner:**

Dr. Gilbert will communicate with Gina Johnson and share with her the plan to reclaim the UA lot and use for an eatery on that side of campus. Dan will prepare a concept and rendering to share with the Advisory Group.

XXII. **Hackberry Park:**

Dan proposed that this area be set with bollards and chains to protect from Game day parking. Cost will be $4,900.00. Dr. Gilbert approved to go ahead with plan.

**The Landscape and Grounds Advisory Group will not meet on June 9th. We will resume regularly scheduled meetings on June 23rd.**