

Lock Haven University of Pennsylvania Campus Plan Update Kick-Off Meeting
 April 18, 2008

Present:

	Name	Position / Affiliation	Email
1.	Richard Bartholomew	Principal, WRT - Consultant	rbartholomew@ph.wrtdesign.com
2.	Woo Kim	Planner, WRT	wkim@ph.wrtdesign.com
3.	Jodi Smith	Director of Student Activities	jsmith11@lhup.edu
4.	Dave Proctor	Facilities Director	dproctor@lhup.edu
5.	Ginney Stacey	Facilities Secretary	vstacey@lhup.edu
6.	Paula Kistler	Foundation Fiscal Manager	pkistler@lhup.edu
7.	Bill Hanelly	VP Finance & Administration	whanelly@lhup.edu
8.	Paul Altieri	Director Public Safety	paltieri@lhup.edu
9.	Jim Meek	Director Planning Assessment	jmeek@lhup.edu
10.	Tom Ormond	Dean, College of Education & Human Services	tormond@lhup.edu
11.	David L. White	Dean, College of Arts & Sciences	dwhite@lhup.edu
12.	Dwayne Allison	Dean of Students	dallison@lhup.edu
13.	Peter Campbell	Assoc. Director of Athletics	pcampbell@lhup.edu

Introduction

- DP began meeting stating that previous master plan projected 4,573 FTE students by 2020 – a number that has been surpassed in 2007.
- State requires an update of the master plan every 5 years – the last master plan was completed in 2003.
- JM (Planning & Assessment) added that PA high school graduates are projected to decrease 9-12 % in the next few years.
- LHU is also expected to lose market share by 8 % in the coming years.
- In short, enrollment can decrease by as much as 20 % in the next few years.
- RWB mentioned that during the alternatives phase, we should look at worst, better and best case scenarios in terms of student enrollment projections.
- DP mentioned other studies that will inform the master planning process – classroom utilization study, housing market study, and the Sightlines study.

- DP stated that the function of the facilities department is to accommodate current and future academic space needs.
- RWB mentioned that there are many new faces since WRT's involvement 7 years ago. Last master plan was completed June 2003. At the time, the university was going through a different period – enrollment was growing and the campus had some physical issues.

Existing Campus Plan

- RWB stated that the previous master plan looked at the Main campus and Clearfield campus – there was some relationship between the two programmatically.
- At the Main Campus, the topography and surrounding neighborhood are the biggest constraints to growth.
- DP clarified that the state pays 100% of any renovation projects, but only 50% of any new construction projects.
- RWB mentioned that for the 2003 master plan, we had an academic program consultant to determine current and future space needs.
- For example, we determined that Bentley Hall needed an expansion which has since been done.
- The previous master plan looked at pedestrian circulation and parking among other issues.
- The East Campus is outside the ¼ mile walking radius of the campus core; LHU has remedied that by recently purchasing 2 trolleys to shuttle students from Downtown to East Campus to Main Campus.

Master Plan Update

- DP stated that the Classroom Utilization study is scheduled to be completed May 1st.
- DP confirmed with BH that the Brailsford Dunlavey proposal has been accepted.
- BH asked if athletic facilities would be included in the master planning study – yes.
- RWB noted the change in WRT project schedule with the addition of Brailsford Dunlavey and their need to conduct student survey this Fall. WRT will stretch out phase one of the project to accommodate.
- RWB stated that the housing market study by Brailsford will consider the trend in campus housing today going from conventional dormitories to suites. The downside of this is loss of beds and subsequent loss of income; the upside is being able to compete with other universities in attracting students.
- JM asked if Brailsford will consider negative social consequences of suite living among college students, ie. lack of face to face interactions.
- DA mentioned that there are various models other than dormitories and suites that can be considered – DA will work closely with Brailsford in their housing market study.
- RWB noted that the amended project schedule puts us at projection completion in April 2009.

- JM asked about the progress of the University's Strategic Plan.
- TO and DW answered that academic program decisions in regards to the University Strategic Plan are just around the corner.
- BH noted the project review meetings in the project schedule – asked who needs to be present at these meetings.
- RWB answered attendees to project review meetings are subject to discussion.
- DP noted that the attendees to the kick-off meeting will serve as steering committee.
- BH emphasized that the master planning process needs to be communicated to the broader university community.
- JM asked about the interface between WRT's master planning efforts and the results of classroom utilizations study which state that there an excess of space in the university.
- DP noted that the classroom utilization study only looked at classrooms and labs.
- WRT will obtain a copy of the space allocation study.
- DP stated that there is about 100,000 to 200,000 gsf of excess space in the university.
- DW mentioned that the University Strategic Plan should be fast tracked.
- JM noted that this master planning process is a leadership opportunity for some to get on board by getting on committees.
- BH asked to put consultants' scopes on the university website.
- DA asked if there will be meetings with the neighborhood community. He is currently involved in an Elm Street Program grant application, and noted that students as well as neighbors would like to be informed.
- The next master plan steering committee meeting should accommodate everyone. Tuesdays Thursdays 12-1:15 was a time slot that could possibly accommodate everyone. All departments should be represented.

Open Discussion

- What are the next steps for WRT? – WRT will sit with DP and review everything that has been going on.
- JM stated that consultants should prepare a 1-2 page summary of previous master plan's actions items and note which items have been completed. (appended to this document)
- DP stated that he has been referencing the master plan before commencing any new project at LHU.
- JM noted regarding the housing market survey to be conducted by Brailsford, that surveying students who choose not to enroll in LHU is just as important as surveying the enrolled students.
- WRT mentioned that Brailsford has included in its scope a study of the private housing market surrounding LHU.
- JM noted that LHU unlike its counterpart universities, attracts a lot of rural students.
- Why do we need a new housing market study if the last one was only done 5 years ago?

- Board of Trustees will require an updated housing study before approving bonding for any new student housing project.
- DA mentioned a couple of critical issues: (1) be mindful of Lock Haven's Elm Street Program especially the planning areas along North Fairview and Railroad Streets. Campus Master Plan does not require strict review by Elm Street Program Steering Committee, but the Master Plan should consider ongoing planning efforts. Neighborhood thinks that anything the university does is good for the neighborhood. (2) focus on creating more green space. LHU has the least amount of green space compared to other state universities.
- There was agreement that the next meeting will probably be in July 2008.

After Meeting Debriefing with Dave Proctor

- DP to provide WRT with updated LHU space data.
- DP provided WRT with a copy of the Sightlines analysis.
- DP stated that Sightlines analysis summarizes that there is a backlog in terms of maintenance – facilities department is not getting enough funding to do lifecycle repairs to buildings.
- **The system space analysis** also shows that there is an excess of 25,000 gsf of classroom space and an excess of 45,000 gsf of athletic space.
- WRT will wait for an update of the University Strategic Plan before sending a copy over to Brailsford.
- Sightlines is the operational study of facilities; they study all 14 universities in the state system.
- DP stated that the study for the new Science Center is done and being reviewed. This new facility will allow the sciences to grow by 30%. Funds will be released this Fall. 80,000 gsf facility for \$28 million. All four sciences will be housed – Biology, Physics, Geology, and Chemistry.
- The Master Plan should determine a use for the existing Science Center that will become vacant once New Science Center is built.
- WRT will formulate questions for Jim Meek regarding enrollment of graduate, undergraduate and distance learning students.
- DP will send WRT a list of the committee members. (received 04-21-08)
- DP will provide WRT updated data regarding campus parking.

Summary of Action Items from 2003 Master Plan and Current Status

Education & General

1. Academic Uses, Unadjusted Need

Re-use of KCSD Vo-Tech	Completed
Re-use of Jr. High School	Completed
Re-use of Jr. High Library	Completed
Re-use of Bridge (excl Facil. Dept)	?
Re-use of academic space in gym	In Process
Re-use of KCSD Houses	?
Re-use of KCSD Admin Building	Completed
Re-use of Russell upper floors	In Limbo
Or Addition to Akeley	N/A

2. Library Use, Unadjusted Need

Re-use of High School Library and	?
Addition to Stevenson Library	No Action
Or Addition to Stevenson only	N/A

3. Physical Education Use, Unadjusted Need

Re-use of High School Gym	Completed
Or Addition to Zimmerli	N/A

4. Support Use, Unadjusted Need

Demolition of old Boiler Plant	Completed
Re-use of KCSD Shop	Completed
Re-use of Jr. High School	Completed
Re-use of Bridge (Facilities Dept)	?
Re-use of KCSD Gym	Completed

Auxiliary (Non-Residential)

5. Food Service, Unadjusted Need

HS Cafeteria & Kitchen	No Action
Addition to Bentley	Completed
Other (within new residential projects)	Completed

6. Recreation, Unadjusted Need

Share use of KCSD Gym with Phys Ed.	Completed
Or Re-use of entire KCSD Gym	N/A

7. Student Union, Unadjusted Need

New Addition to Parsons	No Action
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Parking

582 Spaces Completed

Site Improvements

New Tennis Courts (8) No Action

New campus greenway, Campus Drive No Action

New pedestrian walk along Railroad Street In Process