



## 2015-2025 CAPITAL PLAN DEVELOPMENT WORKING GROUP

### CHARTER

Approved October 2, 2013 (Updated March 25, 2014)

#### CHARGE

The 2015-2025 Capital Plan Development Working Group will assist the Vice Presidents in developing a ten year Capital Plan for the next capital budget request (2015-2017).

That assistance will include, but not be limited to, the following tasks and timelines:

1. Review major and intermediate-sized projects as submitted for consideration by the Vice Presidents; confirm with the Vice Presidents the major and intermediate-sized projects moving forward for consideration in the 2015-2017 biennium portion of the ten year plan.  
**Target Completion: October 1, 2013 Status: Completed October 2, 2013**
2. Preliminary review and documentation of current needs to include:
  - a. Space quantity issues;
  - b. Space quality issues;
  - c. Facility preventative maintenance backlogs; and,
  - d. Grounds, circulation, and infrastructure issues.**Target Completion: January 1, 2014 Status: Completed November 21, 2013**
3. Integration of facility needs identified in strategic six year plans.  
**Target Completion: January 1, 2014 Status: Completed November 21, 2013**
4. Produce a written explanation on how each of the current major and intermediate Capital requests addresses the current needs identified above, based upon the request documentation and any additional research completed by the group.  
**Target Completion: January 1, 2014 Status: Completed February 13, 2014**
5. Develop a set of draft ten year plan options (including minor works preservation and programmatic requests) for Vice Presidential consideration, review and modification.  
**Target Completion: April 1, 2014 Status: Completed March 20, 2014**
6. Facilitate meetings and provide supporting information to the Vice Presidents in their deliberations and development of a ten year plan.  
**Target Completion: April 1, 2014 Status: Completed March 20, 2014**
7. Develop recommendations for modifications to the 2017-2019 Capital Budget process.  
**Target Completion: Summer 2015**

#### REPORTAGE

The working group will report to the Vice President for Business and Financial Affairs.

## **CHAIR**

The Chair will be the Director of the Office of Facilities Development and Capital Budget. The Chair will convene the meetings, approve agendas, and preside at all meetings.

## **MEMBERSHIP**

Rick Benner, Chair / Director, Office of Facilities Development and Capital Budget  
Linda Beckman, Division Director of Budget and Administration, ESS  
John Furman, Director, Facilities Management  
Francis Halle, Director, Space Administration  
Debra Jusak, Special Assistant to the Provost  
John Lawson, Vice Provost for Information Technology / Chief Information Officer

*Additional support to group from:*

Ed Simpson, Assistant Director, Facilities Development  
Diana Rosen, Assistant Director, Capital Budget

## **MEETINGS**

Meetings will be called by the Chair. The group will meet weekly or as needed.