

April 21, 1997

MEMORANDUM

TO: The Buildings and Grounds Committee:

Albert H. Small, Chair
Champ Clark
William G. Crutchfield, Jr.
William H. Goodwin, Jr.
Kristine L. LaLonde
James C. Wheat, III
Hovey S. Dabney, Ex Officio

and

The Remaining Members of the Board:

John P. Ackerly, III	C. Wilson McNeely, III
Franklin K. Birckhead	Terence P. Ross
Charles M. Caravati, Jr., M.D.	Elizabeth A. Twohy
T. Keister Greer	Henry L. Valentine, II
Elsie Goodwyn Holland	Walter F. Walker

FROM: Alexander G. Gilliam, Jr.

SUBJECT: Minutes of the Meeting of the Buildings and Grounds
Committee on April 21, 1997

The Buildings and Grounds Committee of the Board of Visitors of the University of Virginia met, in Open Session, at 10:15 a.m., Monday, April 21, 1997, in the Lower East Oval Room of the Rotunda; Albert H. Small, Chair, presided. Champ Clark, William G. Crutchfield, Jr., William H. Goodwin, Jr., Ms. Kristine LaLonde, James C. Wheat, III, and Hovey S. Dabney, Rector, were present. Terence P. Ross also was present; as were Leonard W. Sandridge, Jr., Alexander G. Gilliam, Jr., Ms. Colette Capone, Samuel A. Anderson, III, Robert P. Dillman, Tom Leback, and Ms. Jeanne Flippo Bailes.

Mr. Sandridge, Executive Vice President and Chief Financial Officer, opened the meeting by explaining that Ms. Capone, Vice President for Management and Budget, would discuss the six year Capital Outlay Plan in some detail (the Buildings and Grounds Committee on April 11th and the full Board on April 12th [see the Minutes of those two meetings] had approved the Plan, contingent on the Buildings and Grounds Committee examining it in detail and approving it).

Ms. Capone began by explaining the roles of the Architect for the University and the Chief Facilities Officer. The position of Architect for the University was created in 1991 at the specific request of the Buildings and Grounds Committee, who look on the Architect as the person most responsible for insuring the architectural well being of the University. The incumbent, Mr. Samuel A. Anderson, III, is an alumnus of the University who was in private practice for more than 30 years and who is a former Chairman of the State Architectural Review Board. The Chief Facilities Officer, among other University duties, has design and construction responsibilities. Mr. Robert P. Dillman, the current Chief Facilities Officer, held a similar position at the Smithsonian in Washington for five years, after a career of 25 years in the Navy.

Mr. Anderson and Mr. Dillman spoke briefly to the Committee and answered questions about their duties and their professional philosophies.

Ms. Capone then explained the Capital Outlay process. Submissions must be made to Richmond for the Budget or "long" Session of the General Assembly, which falls on even-numbered years. Currently, the State requires that a six-year list of projects be submitted by May 16th, in preparation for the 1998 Session. Typically, the list will be examined in Richmond and more information will be required on certain projects; this year, this further submission is due in Richmond on September 2nd.

Budget amendments may be requested for the "short" sessions of the General Assembly, which come in odd-numbered years, but these are expected to be amendments of an emergency nature only.

Ms. Capone described how the University's Capital Outlay budget is devised: there is consultation with Deans and Department Heads and Vice Presidents, and all projects must conform with the Master Plan.

There was then a discussion among Committee members and Mr. Ross about the Board's involvement in the budget making process.

Mr. Ross said he thought the Board should be involved before the budget is set, or rather before the completed budget is brought to the Board for approval. Mr. Goodwin said he relied on the judgment of the Administration, and he pointed out that a great deal of work and study goes into the budget before it is brought to the Board for approval. Mr. Ross said he didn't doubt the judgment of the Administration but that he found fault with the process. Mr. Crutchfield asked if the Buildings and Grounds Committee couldn't review the proposed budget in a meeting separate from a regular Board meeting, and then recommend it to the full Board for approval. The Chair and Mr. Clark reminded the Committee that such a mechanism exists: the Buildings and Grounds Committee is authorized to meet every other month.

Ms. Capone next described some sources of funding for the Capital Outlay budget.

In describing the Capital Outlay budget itself, Ms. Capone said the emphasis is on renovation - and this is an emphasis encouraged by the State. Most new construction is for research space. She then went through the budget, item by item, explaining it in some detail. The Committee discussed and approved the budget, item by item.

The Committee then adopted a resolution approving the Capital Outlay Plan for the Academic Division, the Medical Center and Clinch Valley College, for the 1998-2004 Biennia.

The following resolution was adopted:

WHEREAS, The Board of Visitors approved the Six-Year Capital Outlay Plan, dated April 11, 1997, for the University of Virginia Academic Division, the University of Virginia Medical Center, and Clinch Valley College of the University of Virginia for the 1998-2004 Bienna, in concept, subject to the final approval of the Buildings and Grounds Committee; and

WHEREAS, The Buildings and Grounds Committee subsequently conducted a thorough review of the Six-Year Capital Outlay Plan on April 21, 1997;

RESOLVED that the Six-Year Capital Outlay Plan, dated April 11, 1997, for the University of Virginia Academic Division, the University of Virginia Medical Center, and Clinch Valley College of the University of Virginia, for the 1998-2004 Biennia, is approved;

RESOLVED FURTHER that the appropriate officers of the University are authorized to make necessary revisions to the Plan prior to its submission to the state, provided the revisions do not alter in any substantive way the overall capital program as approved.

Committee members, Ms. Capone and Mr. Sandridge then discussed the politics of getting the budget through the General Assembly. Members expressed a willingness to contact legislators when it is deemed appropriate.

On motion, the Committee adopted a motion to go into Executive Session at 12:05 p.m.

That the Buildings and Grounds Committee of the Board of Visitors go into Executive Session for the discussion or consideration of matters relating to gifts, bequests, and fundraising activities as related to capital projects, as provided for in Section 2.1-344 A.(8) of the Code of Virginia.

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The Committee resumed in Open Session at 12:20 p.m. and, on motion, adjourned.

AGG:jb

Copies to: Mr. John T. Casteen, III
Mr. Paul J. Forch
Dr. Robert W. Cantrell
Mr. Peter W. Low
Mr. Leonard W. Sandridge, Jr.
Mr. Robert D. Sweeney
Mr. Ernest H. Ern
Mr. William W. Harmon
Ms. Colette Capone
Ms. Polley Ann McClure
Dr. Don E. Detmer
Mr. Terry Holland
Mr. L. Jay Lemons
Ms. Louise Dudley