

UNIVERSITY OF HOUSTON SYSTEM
Fac., Cons. & Master Planning Committee Meeting
Wednesday, November 4, 2009
1:00 p.m. – 2:30 p.m.

AGENDA

UNIVERSITY OF HOUSTON SYSTEM FACILITIES, CONSTRUCTION AND MASTER PLANNING COMMITTEE MEETING

REVISED

DATE: Wednesday, November 4, 2009

TIME: 1:00 p.m.

PLACE: University of Houston
Athletics/Alumni Center
Melcher Board Room 100B
3100 Cullen Boulevard
Houston, Texas 77204

Chair: Nelda Luce Blair
Vice Chair: Tilman J. Fertitta
Members: Jim P. Wise
Kristen Lindley
Welcome W. Wilson, Sr., Ex Officio

FACILITIES, CONSTRUCTION AND MASTER PLANNING COMMITTEE

- A. Call to Order
- B. Approval of Operating Policies for the Wortham House – UH System FC&MP – 1
Action: Approval
- C. Approval is requested to delegate authority to the Chancellor to negotiate and execute an agreement conveying ownership of water lines and sanitary sewer lines at the University of Houston System @ Sugar Land to the City of Sugar Land – UH System FC&MP – 2
Action: Approval
- D. Approval is requested to approve the members and appointment terms for the System-wide Art Acquisition Committee – UH System FC&MP – 3
Action: Approval
- E. Status Report of Major Construction Projects – UH System FC&MP – 4
Action: Information
- F. Safety and Security Annual Report – University of Houston FC&MP – 5

Action: Information

G. Emergency Management Annual Report – University of Houston

FC&MP – 6

Action: Information

H. Executive Session

A. Section 551.071 – Consultation with System Attorneys

B. Section 551.072 – Deliberations Concerning Purchase, Lease or Value of Real Property

C. Section 551.073 – Deliberations about Negotiated Contracts for Prospective Gifts or Donations

D. Section 551.074 – Personnel Matters, Including Appointment, Evaluation or Dismissal of Personnel

I. Report and Action from Executive Session

J. Adjourn

UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA

COMMITTEE: Facilities Construction and Master Planning

ITEM: Approval of Operating Policies for the Wortham House

DATE PREVIOUSLY SUBMITTED:

SUMMARY: Approval is requested of the Wortham House operating policies in accordance with UH System Board of Regents Bylaw 5.4.1(n),

SUPPORTING DOCUMENTATION: Wortham House Operating Policies

ACTION REQUESTED: Approval

COMPONENT: University of Houston System

PRESIDENT



EXECUTIVE VICE CHANCELLOR

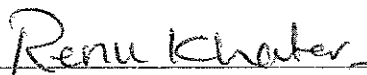
Carl P. Carlucci

DATE

10/16/09

DATE

CHANCELLOR



Renu Khator

10-27-09

DATE

University of Houston System

Wortham House Operating Procedures

1. Wortham House Committee

A Committee consisting of 2 current members of the Board of Regents makes recommendations and gives approval for major expenditures relating to the Wortham House. The Committee shall make recommendations and give approval for enhancements, major maintenance, repairs, renovations, etc. The Committee shall annually review a report of all expenditures relating to the Wortham House and any related audit reports.

2. Contact Person

The first point of contact for all matters related to the Wortham House shall be the Chair of the Wortham House Committee.

3. Wortham Foundation

Requests to the Wortham House Foundation for issues related to support of the Wortham House shall be made by a representative of the University Advancement Division.

4. The Use of University Funds

University funds are to be used strictly for the furtherance of purposes to the benefit of the University.

5. Ownership of Property

All property that is acquired with University funds or acquired through a gift to the University shall remain the property of the University.

6. Audits

Audits of Wortham House cost centers and accounting practices shall be conducted on a scheduled basis by the Internal Audit Department.

7. Inventory

- a. Regular: An inventory of all University owned items within the residence shall be conducted annually by the University of Houston Property Management Department.
- b. Special: An inventory of all University owned items within the residence shall be done when the first family moves out of the residence and before the new first family moves into the residence. The inventory shall be conducted by the University of Houston Property Management Department.
- c. Art: Annual inventory of all art items will be conducted by the Blaffer Gallery

8. Routine Maintenance and Minor (<\$50,000) Repairs

- a. Shall follow the same procedures that apply to all University of Houston operations and shall be performed by the Plant Operations Department.

9. Major Maintenance, Major Repairs, Renovations and Enhancements (>\$50,0000)

- a. Shall be approved by the Wortham House Committee
- b. Such work shall be recommended by the Committee or by the Associate Vice Chancellor of Plant Operations to the Committee.
- c. The Vice Chancellor for Finance and Administration shall be notified of such recommendations.

10. Use of Contractors

- a. All contractors for any work to be conducted at the Wortham House must be selected according to University and State guidelines
- b. Authority to approve the contractor shall be given to the party with signature authority for the specified dollar value of the work needed.

11. Use of Vendors

- a. All vendors must be selected in accordance with University and State guidelines.
- b. Authority to approve vendors shall be given to the party with signature authority for the specified dollar value of the work needed

12. The Use of Wortham House for Special Events

- a. The Wortham House shall not be used for political functions. All events taking place at the Wortham House must be for the furtherance of the University.
- b. Exception – the first family may have private parties of their own at the residence as long as they are not political in nature.
- c. The residence shall not be rented out for private events.

13. The Use of the Carriage House

- a. The Carriage House shall be used as a guest house for guests of the University or for guests of the first family.

14. Household Staff

- a. Hiring: All household staff must be employees of the University. The same hiring policies and procedures will apply for household staff that applies for all University employees. The first family may provide feedback as to the final selection of Household staff.
- b. Evaluations: All staff will receive an annual evaluation of their performance in accordance with University policy.

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15. Insurance Coverage

a. House staff:

- All necessary insurance relating to household staff carrying out their duties shall be provided by the University

b. Contractors:

- Insurance shall be required as stated by their contract and in accordance with University and State policy

c. Service Personnel:

- Insurance shall be required as stated by their contract and in accordance with University and State policy.

**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Facilities, Construction and Master Planning

ITEM: Approval is requested to delegate authority to the Chancellor to negotiate and execute an agreement conveying ownership of water lines and sanitary sewer lines at the University of Houston System @ Sugar Land to the City of Sugar Land.

**DATE PREVIOUSLY
SUBMITTED:**

SUMMARY: Approval is requested to delegate authority to the Chancellor to negotiate and execute an agreement conveying ownership of the original water lines and sanitary sewer lines constructed at the University of Houston System @ Sugar Land to the City of Sugar Land under mutually acceptable conditions.

The conveyance will simplify maintenance and repair issues at the University of Houston System @ Sugar Land campus and transfer the cost of maintaining and repairing the water lines to the City of Sugar Land.

FISCAL NOTE: NA

SUPPORTING DOCUMENTATION: Summary of Transaction

ACTION REQUESTED: Approval

COMPONENT: University of Houston System

PRESIDENT



EXECUTIVE VICE CHANCELLOR

Carl Carlucci

DATE

10/16/09

DATE



CHANCELLOR

Renu Khator

10-21-09

DATE

City of Sugar Land/University of Houston System at Sugar Land

Conveyance of Water & Sanitary Sewer Lines Ownership

Supporting Information

Background

When the initial building (George) was constructed on the University of Houston System Sugar Land (UHSSL) campus, the UH System financed and installed water and sanitary sewer lines on and off campus as there was no immediate access to City water at the time.

Cost

There is no cost to UHSSL to transfer ownership but doing so will save UHS considerable investment in back-flow protective systems as well as for maintenance and repair of the water and sanitary sewer lines.

Process

Approval is requested for the delegation of authority to the Chancellor to negotiate and execute an agreement conveying ownership of water and sanitary sewer lines at the University of Houston System @ Sugar Land to the City of Sugar Land.

Benefits

- allows for efficient use of public funds
- releases the burden of maintenance and ownership liabilities from UHS

Summary

Conveying ownership of water and sanitary sewer lines on the UHSSL campus to the City of Sugar Land eliminates immediate, significant costs and assures long-term relief of maintenance and other ownership liabilities to the UH System.

**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Facilities, Construction and Master Planning

ITEM: Approval is requested to approve the members and appointment terms for the System-wide Art Acquisition Committee.

**DATE PREVIOUSLY
SUBMITTED:**

SUMMARY: Approval is requested to approve the members and appointment terms for the System-wide Art Acquisition Committee.

FISCAL NOTE:

SUPPORTING DOCUMENTATION: Charge for SWAAC Committee
Roster of SWAAC Committee Members

ACTION REQUESTED: Approval

COMPONENT: University of Houston System

PRESIDENT




DATE

EXECUTIVE VICE CHANCELLOR

Carl Carlucci

10/14/09
DATE

CHANCELLOR



Renu Khator

10-21-09
DATE

University of Houston System
System Wide Art Acquisition Committee (SWAAC)

Charge for Committee

This committee has been formed in an advisory capacity to the University of Houston Board of Regents, Chancellor, and Presidents, to aid in the building of a distinguished collection of twentieth century American art for all universities of the University of Houston System.

The Board of Regents of the University of Houston approved the acquisition of public art in 1966 to be funded under state and federal laws. These acquisitions are to be financed in whole or part by the 1% for Art Program, which was enacted into law in the State of Texas in 1969.

This committee has been formed to select and acquire a notable collection for the benefit of the universities and the community at large. For the System to be recognized for its appreciation of learning and imaginative innovation that characterize the best original research and creative performance in the arts, the artwork collected and displayed must come about as the result of informed and reasoned judgments by those most qualified to make them.

**University of Houston System
System Wide Art Acquisition Committee Roster**

Name	Affiliation/Museum	Expiration
Welcome W. Wilson	Regent	Indefinite Term
Michele 'Mica' Mosbacher	Regent	Indefinite Term
David Irvin (temp.)	Chair SWAAC	Indefinite
Lloyd Gite	Comm. Representative	December 31, 2011
Vacant	Comm. Representative	
Vacant	Comm. Representative	
Clint Willour	Galveston Arts Center	Indefinite
Kim Davenport	Rice University Art Gallery	Indefinite
Alison de Lima Greene	Museum of Fine Arts	Indefinite
Toby Kamps	Contemporary Arts Museum	Indefinite
Claudia Schmuckli	Blaffer Gallery	Indefinite
Charles Alcorn	UH Victoria	December 31, 2012
Mark Cervenka	UH Downtown	December 31, 2012
Mary Ann Shallberg-	UH Clear Lake	December 31, 2010
Michael Guidry	Ad Hoc Member	Indefinite

**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Facilities, Construction and Master Planning Committee

ITEM: Status Report of Major Construction Projects

**DATE PREVIOUSLY
SUBMITTED:**

SUMMARY: Associate Vice Chancellor for Plant Operations Dave Irvin will present a report on major construction projects.

FISCAL NOTE:

**SUPPORTING
DOCUMENTATION:**

ACTION REQUESTED: Information

COMPONENT: University of Houston System

PRESIDENT

DATE

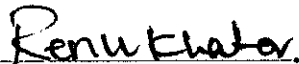


10/14/09

EXECUTIVE VICE CHANCELLOR

Carl Carlucci

DATE



10-21-09

CHANCELLOR

Renu Khator

DATE

**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Facilities, Construction and Master Planning

ITEM: Safety and Security Annual Report

**DATE PREVIOUSLY
SUBMITTED:**

SUMMARY: Annual report on the state of Safety and Security for the University of Houston.

A summary of the annual Clery report will be presented along with the result and recommendations of the President's Task Force on Safety and Security.

FISCAL NOTE:

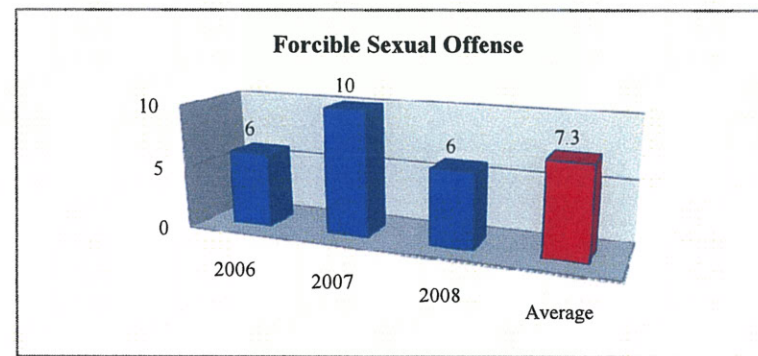
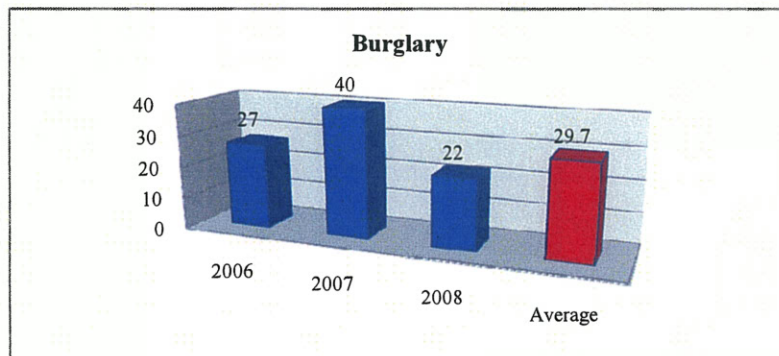
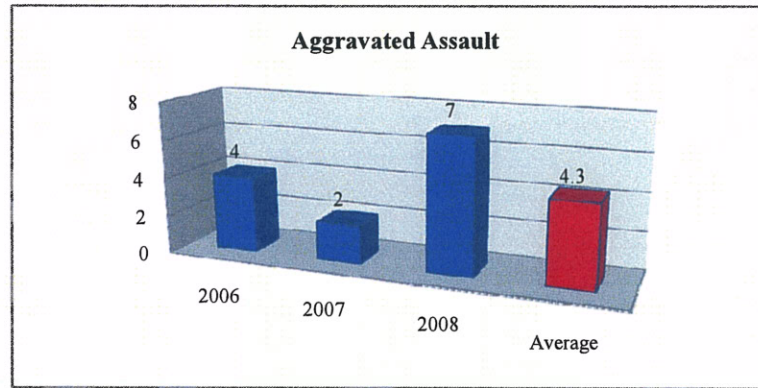
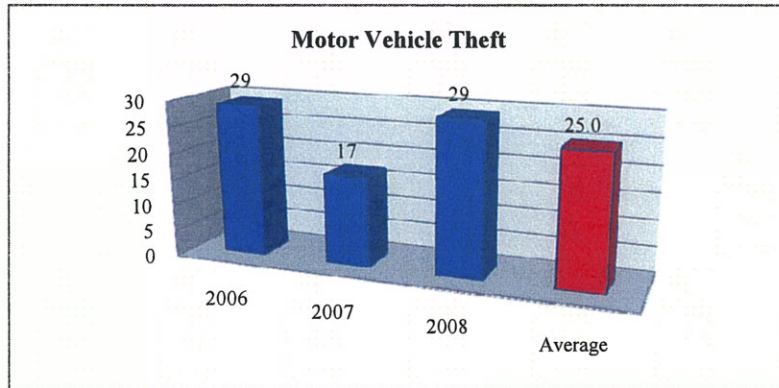
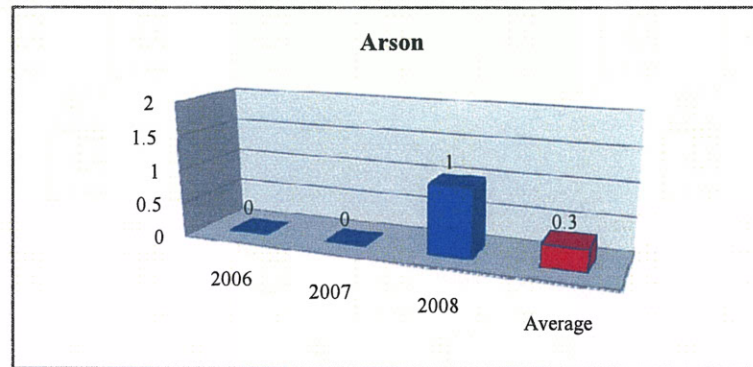
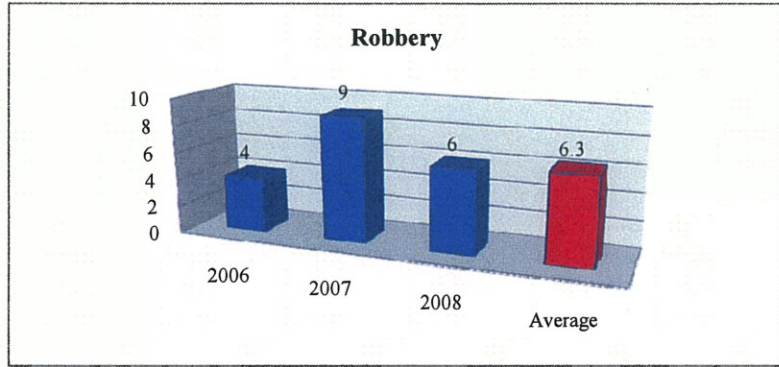
**SUPPORTING
DOCUMENTATION:** University of Houston Campus Crime Statistics

ACTION REQUESTED: Information

COMPONENT: University of Houston

PRESIDENT	<i>Renu Khator</i> Renu Khator	<i>10-21-09</i> DATE
EXECUTIVE VICE CHANCELLOR	<i>CP Carlucci</i> Carl Carlucci	<i>10/16/09</i> DATE
CHANCELLOR	<i>Renu Khator</i> Renu Khator	<i>10-21-09</i> DATE

University of Houston
Campus Crime Statistics



FCMP - 5.1.1

**UNIVERSITY OF HOUSTON SYSTEM
BOARD OF REGENTS AGENDA**

COMMITTEE: Facilities, Construction and Master Planning

ITEM: Emergency Management Annual Report

**DATE PREVIOUSLY
SUBMITTED:**

SUMMARY: Report on the state of Emergency Management for the University of Houston. This includes an update on the campus compliance of the National Incident Management System (NIMS).

FISCAL NOTE:

**SUPPORTING
DOCUMENTATION:**

ACTION REQUESTED: Information

COMPONENT: University of Houston

PRESIDENT	<i>Renu Khator</i>	Renu Khator	10-21-09
			DATE
EXECUTIVE VICE CHANCELLOR	<i>Carl Carlucci</i>	Carl Carlucci	10/16/09
			DATE
CHANCELLOR	<i>Renu Khator</i>	Renu Khator	10-21-09
			DATE