

Facilities Committee Meeting Minutes

Date: Thursday, December 4, 2025

Time: 3:00 PM

Location: Boyd Conference Room

Members Present: Mr. Charlie Cole, Ms. Cathy Deeb, Mr. Robbie Faulds, Mr. Tim McKenzie, Mr. Anthony Tolley, Mr. Ronald Shidemantle

Absent: Mr. Shannon Remines, Mr. Luke Roberts

Guests: Mr. Brent Benjamin, Mr. Josh Grubb, Mrs. Cynthia Higgins-Atwell, Dr. Darrin Martin.

1. Call to Order:

The meeting was called to order by Mr. Tim McKenzie at 3:05 PM.

2. Facilities – Updates

- Roofing projects are completed except for one small shed.
- First reimbursement request submitted to the Governor’s Office for **\$784,000**. We have received approval and should receive the funds within the next two weeks.
- HVAC projects continue on schedule.
- Concern expressed about slow progress from the alarm replacement vendor (Electronic Specialty).
- **Deadlines:**
 - Bluefield State internal deadline: **June 30, 2026**, no later than September.
 - State’s drop-dead deadline: **December 31, 2026** (all projects must be completed)

A project “wish list” (total \$22 million) was submitted to the State of West Virginia for 2027 funding, including:

- Bathroom remodels
- Painting
- Service entrance upgrades for Conley Hall and PE Building.
- Legislature has not yet determined appropriations.

3. Introduction of New Director of Maintenance

Robbie Faulds was introduced as the new Director of Maintenance as of December 1, 2025. His responsibilities include overseeing campus facilities, grounds, maintenance staff, and also coordinating with our housekeeping vendor. Mr. Faulds has four years of experience working/contracting on campus as an electrician.

4. Housing and Cottages Updates

- Cottages A & B are completed and students are currently residing there.
- Cottage C: Anticipated completion date is December 12, 2025.
- Cottage D: Expected completion date is January 10, 2026. It was noted that kitchen reconstruction has caused delays.
- Cottage F (Located on Rorrer Street): Awaiting final water company quote for sprinkler hookup (quote was for \$17,000.00 for hookup to the sprinkler system. Students cannot be housed until the sprinkler system is fully operational (code requirement).
- There was a discussion about potential alternative uses (e.g., short-term housing for new faculty).

Student Assignment Concerns

There was a discussion about selection criteria for cottage placement. Past commitments resulted in baseball players being housed first when Cottage A opened. There was a strong recommendation from members to establish clear, formal criteria for all future cottage assignments (e.g., upper-class status, GPA, international status, Honors College, etc.).

Naming of Cottages

There was a discussion regarding donor expectations and historical commitments. Concerns were raised that cottages are still labeled A, B, C, D despite donor contribution intended to support named cottages. There was a recommendation to research donor agreements from 2019-2021 and establish formal naming conventions tied to donor gifts.

Discussion of Honors College Housing

- Ongoing concerns about Honors College students not being housed in cottages this year.
- Some faculty expressed dissatisfaction; however, many Honors students are satisfied with current housing.
- Key issue: International students value kitchen access, which cottages provide.
- University will revisit:
 - Honors College eligibility for cottage placement
 - Ensuring commitments are clear and communicated

MEC Building and Academic Phases

- **Phase 2 (Radiology Buildout)**

- Contractor: **RL Price Construction** (Salem, VA).
- Substantial completion expected **May 30, 2026**.
- Includes buildout of radiology program spaces and related second-floor sections.

- **Phase 3 (Endoscopy Area)**

- Currently scheduled for **demolition only**.
- Original plan for Respiratory Therapy was abandoned due to:
 - National shift back to 2-year programs
 - Inability to hire a clinical director (salary competition)
- Space to be reassessed; potential uses:
 - Large meeting space
 - Interdisciplinary simulation labs
 - Shared instructional resources for business, engineering, criminal justice, and other fields

- **Relocation of Programs**

- Once Phase 2 is complete all health sciences programs will move out of Dickason Hall. Dickason Hall will house Engineering, Computer Science, and some Criminal Justice programs.
- Engineering enrollment growth noted (Electrical Engineering from 8 → 30 incoming students).

Future Housing Expansion – Conceptual Planning

- Committee discussed evaluating the **westernmost building** for potential housing conversion.
- An architect will be contacted to provide:
 - Preliminary drawings
 - Bed count possibilities
 - Compliance considerations (e.g., window access, egress routes)
- A formal study would likely cost under **\$50,000** and would be used for planning only.

Housekeeping & Campus Operations

- Over winter break, Top Notch will wax hallways and perform deep cleaning in high-traffic areas.

Additional Items

- Discussion on prioritizing realistic project timelines and balancing contracted services.

Mr. Charlie Cole made a motion to adjourn the meeting at 3:42 PM. Ms. Cathy Deeb seconded the motion to adjourn.