

**Campus Beautification & Preservation Committee Report**  
**KU Administrative Council**  
**9/22/2017**

**Report on the Academic Year 2017-2017**

The Bylaws of the Committee were updated and approved by the Committee on Committees (attached). The complete committee membership, mission and bylaws are located at <https://www.kutztown.edu/about-ku/administration/university-senate/committees/campus-beautification-and-preservation-committee.htm>

Terms were updated to create overlapping 2-year terms so that the entire committee will not be new at the same time.

The renovation of the Student Union is complete. Work will begin on DeFran in order to make it ADA compliant.

Over the summer, the overhanging tree behind Old Main in front of security has been removed to improve visibility and safety. The stone floors in Old Main hallway and some of the wood floors in the classrooms have been redone. About 25 new trees were planted to replace ash trees lost to ashboreing pests.

Karen Stanford has been working on creating a database to create an inventory of the artworks on exhibit across campus.

**Upcoming Academic Year 2017-2018**

Ann Lemon was elected chair, and Patty Brenner was elected secretary.

New members are

Patricia Brenner (Graduate Faculty Representative)

Kaoutar El Mounadi (College of Liberal Arts & Sciences Representative)

Rajeev Kumar (College of Business Representative)

This year a ceremony will be held on September 29<sup>th</sup> at a new tree that was planted over the summer, in front of the Library on the left side, to commemorate losses from the KU community. Brenner commented that it would be nice if there was a student group to be involved with the ceremony, planting or upkeep of the memorials. She will look into an appropriate student group.

Lemon mentioned that new branding is going up around campus.

There was a discussion of re-instituting the walking guide to campus trees. Lemon suggested that the project be taken to Communication Design students during Designathon and updated with new branding and new trees. Meeker will locate the current map. Brenner will look into having the club she advises, N.A.M.I. to assist in providing “mindful walking tours” for current students and visitors upon completion of the walking guide.

**Members are encouraged to bring concerns or suggestions to the committee.**

Campus Beautification and Preservation Committee  
BYLAWS

KUTZTOWN UNIVERSITY

Kutztown, PA 19530

<http://www.kutztown.edu/about-ku/administration/university-senate/committees/campus-beautification-and-preservation-committee.htm>

I. PURPOSE

A. The Campus Beautification and Preservation Committee reports to the President's Administrative Council and is responsible for the following:

1. Makes recommendations as to the way the campus can be beautified both internally and externally.
2. Solicits ideas from all members of the university community about ways to make and keep the campus beautiful.
3. Makes recommendations for future analysis involving change and usage of green space.
4. Consults on the selection and sitting of sculpture, placement of murals, restoration projects and preservation projects on the campus grounds.
6. Makes recommendations related to the University Master Plan.

II. COMPOSITION AND TERMS OF APPOINTMENT

A. Composition

1. Graduate Faculty Representative
2. College of Visual and Performing Arts Representative
3. College of Education Representative
4. College of Liberal Arts and Sciences Representative
5. College of Business Representative
6. Professional Staff Representative
7. AFSCME Representative
8. Student Representative elected by the Student Government Board
9. University Galleries and Community Outreach designee (permanent member)
10. Facilities Management designee (permanent member)

B. Terms of Appointment

1. Student Representative shall be appointed each September
2. College and Graduate Faculty representatives to be appointed by the Committee on Committees on a staggered two year term starting in Fall by the following groups.
  - a. Graduate Faculty Representative, College of Visual and Performing Arts Representative and College of Education Representative.
  - b. College of Liberal Arts and Sciences Representative, College of Business Representative and Professional Staff Representative.
3. The AFSCME representative is to be appointed by the union in August every two years.

C. Election of Officers

1. Chair shall be elected at the last meeting in the Spring.
2. Recording Secretary shall be elected at the first meeting in the Fall.

III. MEETINGS

- A. Meetings are generally held monthly but the Chair may cancel one meeting due to a lack of material to cover. The Committee is required to meet the following month if one meeting is skipped.

IV. VOTING

- A. Whenever possible the Committee operates by consensus.
- B. If voting is necessary a quorum of six of the ten members of the Committee must be present.

V. AGENDA

- A. The agenda shall consist of the following order of priority (recommended):

- Call to Order
- Approval of Minutes
- Announcements
- Old Business
- New Business
- Adjournment

VI. RULES OF ORDER

- A. Robert's Rules of Order will govern the committee's procedures in all cases where applicable.
- B. A quorum will consist of a simple majority of voting members of the full committee.
- C. In order to have a vote, there must be a quorum.
- D. Amendment of the Bylaws shall require a two-thirds majority of the voting membership.