

# Memorandum

**To:** Lloyd Mues, Vice President Finance and Administration  
**CC:** Mickey Gunter, Chair, University Budget and Finance Committee.  
**From:** Rod Hill, Chair Deferred Maintenance Sub-Committee of UBFC.  
**Date:** March 29, 2007  
**Re:** Sub-Committee Final Report

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Please find attached the Sub-Committee Final Report.

The Sub-Committee takes this opportunity to suggest process as the report goes forward to the UI community.

We recommend that the report should be routed as originally suggested: 1) Report to UBFC, 2) UBFC seconded motion to Faculty Council, 3) Faculty Council review and recommendations, 4) Faculty vote at General Faculty Meeting, 5) Recommendations forwarded to President.

In addition, the Sub-Committee recommends that following the process outlined above, an abridged version of the report (approved by senior administration and Faculty Council) should be circulated to all colleges and units. Knowledge of the issue and broad acceptance of the recommendations will be enhanced by more effective communication.

Following the joint meeting of the Sub-Committee and UBFC, the following are additional recommendations:

- Coordinate with Tania Thompson in Communication and Marketing prior to sharing this document with Faculty Council/SAC, to help us clarify our communication objectives and tactics, some of which are suggested below.
- Route to Linda Kiss for distribution to SAC
- Consider how the document will be shared with committees, Faculty Council as it goes forward. We suggest that Sub-Committee members should attend these discussion meetings to answer questions.
- Consider how to promote/share the document/issues more widely across campus through campus press.
- We suggest there be a general faculty/staff forum for commentary/discussion.
- Perhaps President White could take this opportunity to visit with each college, with this as a key topic of discussion?