

Building Committees

University Operations – Facilities

CWU Policy 201-04

Effective: October 1, 2008

Policy Review Date: YEAR

Policy Executive: Senior Vice President – Finance and Administration

Responsible Office/Unit: Facility Management

Policy Statement:

Applicability:

Content:

Policy

- (1) Building committees are organized and serve to develop written programs for proposed new or remodeled facilities and as the representatives of building occupants during the design process. These programs are used by design consultants or by facilities planning and construction services in developing drawings and bidding documents for eventual construction. The chair of each committee will be its official spokesperson. For nonacademic building programs, committee members shall be assigned by the vice president for business and financial affairs. For academic building projects, committee members shall be assigned by the provost/senior vice president for academic affairs.
- (2) All building committees shall be advisory to the assistant vice president of facilities management through the facilities planning and construction services director. All building programs and recommendations developed by building committees are subject to his/her approval. The vice president for business and financial affairs will mediate any disagreement regarding program criteria.
- (3) The facilities planning and construction services director or his/her designee and the administrative assistant to the provost (or a delegated representative) shall be ex officio voting members of all building committees.

History:

Responsibility: VP of Operations; Authority: Cabinet/UPAC; Review/Endorsed by: PAC; Review/Effective Date: 10/1/08; Approved by: James L. Gaudino, President
Reformatted and Assigned new Policy Number - Previous Policy CWUP 2-50-010, June 2025