

Topic/Item	Presenter	Allotted Time	Key Points Provide 50 words or less on expected outcome	Category (Use <u>underline</u> to highlight)
MEP Master Plan for Horticulture	James Wentworth-Plato		<p>Signage should be part of the Master Plan for Horticulture Department. Observations of signage in the Horticulture area including:</p> <ul style="list-style-type: none"> • Hoyt Arboretum sign needs repair and proposed new location on the main path at the South end or near the arboretum structure? • Donor signage - Collier arboretum signage – the East parking lot sign is not facing the CCC trail - nobody can see it. • Sign in rose garden is illegible at this time • waterwise garden has some signage already, looking for optimal placement for the sign? • Sustainability Walk - Green roof/Eco-roof display is falling apart • Metro Compost area is a pest attractant and no longer a viable feature • Horticulture department has an Azaleas sign that is located in Jim's office. <p>Comments/replies:</p> <ul style="list-style-type: none"> • Interpretive signage that needs repairs will need to stay with the same format, however, repairs are acceptable. • There may be interest in package repairs for each initiative. • Foundation mini-grant for the sustainability walk – Kevin will reach out to Diane to see who may be running the program • Placement of Interior artwork needs to go through the signage committee for appropriate identification plaque. <p>Q: When is it appropriate to retire signage or re-sign? A: College foundation has some criteria around signage; they need to remain. They can be updated / repaired. Q: how to facilitate repair? A: Please put in a work ticket, Start with creative services for design and Maintenance Dept. for construction/installation.</p>	<p><u>Discussion</u> Decision Advocacy Information Document</p>
Instructional Manipulatives	James Wentworth-Plato		<ul style="list-style-type: none"> • Request for a placement of an Oak tree limb and explanatory signage • A: This is an instructional/learning piece and not part of the scope of signage committee • Budgeting for instructional manipulatives is part of the horticultural department 	

Wayfinding update	Mickey Yeager		<ul style="list-style-type: none"> • 213 entry sign is slated for installation next week. 6-7-21 • The reader-boards will not be ready until mid-July • Beaver creek signage is postponed due to the integrated electronic reader board 	Discussion Decision Advocacy Information Document
Committee standards update	Mickey Yeager		<ul style="list-style-type: none"> • Feedback from college council regarding posting on windows/doors • Art center additional bulletin board at entrance • If additional signage is needed, the requestor needs to communicate with the signage committee for placement of additional bulletin boards or appropriate <p>Q: Niemeyer 140/141 nothing next to classrooms entrances besides the door; how to accommodate signage for these? Install a plastic sleeve on the corner of the door? A: Potentially a Grip strip, Mickey will look into updating signage in Niemeyer.</p>	Discussion Decision Advocacy Information Document
Exterior Building Signage	Mickey Yeager		<ul style="list-style-type: none"> • Updating the materiality of the ID's on campus for the exterior of buildings • Change from plastic to an aluminum 	Discussion Decision Advocacy Information Document
Upcoming Meeting Dates	Start Time	End Time	Location	
TBD	1pm	2pm	Lewelling Building	LW101
Invited				
Mickey Yeager, Lori Hall, Kevin Anspach, Deby McDowell, Jennifer Jett, Jennifer Miller, Kerrie Hughes, Kyle Thomas, Laura Smith, James Wentworth-Plato, ASG representative				