

**Cross Creek Planning
Leadership Team Meeting
The University of Southern Mississippi
June 18, 2008
Executive Summary**

The first planning sessions of the Cross Creek Planning Leadership Team occurred at 12:00 p.m., June 18, 2008, in the Gulf Coast Student Service Center, Gulfport.

Present: Dr. Pat Joachim, Sid Gonsoulin, Joe Morgan, Bryan Billings, and Robert Bass. At 2:30 p.m., the meeting continued via conference call including Dr. Bob Lyman, University of Southern Mississippi; Jim Eley, Eley Associates; Elizabeth Alley, Eley Associates; Greg Havens, Sasaki Associates; and Chet Allred, Studio South Architects.

The agenda was discussed and approved.

It was recommended there would be three specific teams or groups involved in the planning process to include a Leadership Team, a Planning Team and a Planning Committee. It was also recommended a faculty member should be on the Leadership Team.

It is recommended that Dr. Saunders send correspondence to the entire Planning Committee identifying all members of the Planning Committee, including the Collaborative, who were appointed as members of the Cross Creek Planning Committee and that she has designated a core Leadership Team made up of members of the Planning Team to facilitate the overall planning process for the Cross Creek Master Plan. In the same communiqué, the responsibilities of each member of the Leadership Team should be delineated.

Pat Joachim – Chair, Leadership Team – calls all meetings of the Leadership Team; facilitates the work of the Leadership Team; reports directly to Dr. Saunders.

Bryan Billings – Co-chair of the Cross Creek Master Planning Committee – will facilitate the logistics of meetings, interviews, facility reservations, etc., and handle MEMA, FEMA, and Insurance. Initially reviews all minutes of all meetings for distribution to Co-Chair Sid Gonsoulin. Upon approval by the Leadership Team, distribute minutes to all members of the Planning Committee.

Russ Willis – will represent the office of the Chief Financial Officer; will review all invoices related to the expenses of the Cross Creek Master Planning Process

Robert Bass and Sid Gonsoulin – will be the conduits to the Collaborative members and will communicate directly to all members of the Leadership Team to facilitate expeditious and transparent communication.

Robert Bass and Bryan Billings – will serve as the co-contact to Coast business and industry.

Sid Gonsoulin – Co-chair of the Cross Creek Master Planning Committee – will facilitate the planning processes relative to the overall Cross Creek Master Planning Committee to include setting the agendas (previously approved by the Leadership Team) and scope of work for each work session. Provides a second review of all minutes prior to being distributed to the Leadership Team.

Two reports were presented and discussed: 1) Spring '06 Planning Report, and 2) IHL Planning Program Plans created by Dr. Saunders. These reports along with the Update of The Academic Program Needs of the Gulf Coast Region, December 1997, The College Board, prepared by Ed Ranck which would be beneficial to Sasaki.

It was recommended that planning principles and design guidelines, including architecture, infrastructures, and going green, be established. The new campus needs to be LEED Silver in accordance with the President's Climate Commitment.

At the beginning of the conference call Sid Gonsoulin and Robert Bass recapped conversation from the noon meeting.

Greg Havens expressed his desire to meet with the Cross Creek developer as soon as possible. On July 1 and 2 the collaborative team would like to review geographical location, maps, roads and the development plans of Cross Creek.

Greg Havens recommended partnering with key local businesses to participate in economic development. Mr. Havens suggested the team provide a presentation on LEED Silver so the campus community would have an understanding of this effort.

Communications methods were discussed and it was recommended the Leadership Team should be copied on all correspondence. Additionally, any information shared with the collaborative team needs to be shared with the Leadership Team. Sasaki will be requested to develop a website link to the home page of the University's website, similar to the Master Campus Facility Plan of the Hattiesburg campus.

It was also noted that the precise location of the campus has not yet been determined. That exact location of the campus in the overall Cross Creek Master Plan will come in the form of a recommendation from the Southern Miss Cross Creek Master Planning process.

Action Items:

- Joe Morgan recommended Russ Willis will review Sasaki financial invoices.
- Bryan Billings will prepare ten copies of the referenced reports and will distribute to the Leadership Team.
- Bryan Billings will provide electronic copies of referenced reports to the Leadership Team and the Collaborative Team.
- Dr. Joachim will meet with Dr. Saunders and Dr. Lyman to: recommend a faculty member for addition to leadership team; get approval of the structure – Leadership Team, Planning Team both as extensions of the Planning Committee; approval of additional ex-officio members of the Leadership Team, Planning Team and Planning Committee; and convey general information from the meeting.
- Robert Bass will confirm the availability of the developers during this visit.
- Bryan Billings is responsible the logistics for Session 1 meetings on July 1 and 2.