



Policy Number 4.1

Chapter: Campus Planning

Title: Division of Campus Planning and Sustainability Mission and Structure

Division/Department: Campus Planning

Policy Administrator: Deputy Chief of Campus Planning and Sustainability

Adoption Date: September 27, 2023

Revision Dates:

1. PURPOSE

The Auraria Higher Education Center (AHEC) administration is divided into divisions and departments. Each division has a mission statement and organization chart in order to guide and efficiently manage its operations. This policy will define the Division of Campus Planning and Sustainability, identifying its key areas of responsibility.

2. DEFINITIONS

- 2.1. Auraria Campus: The land, buildings and facilities contained within the geographical boundaries of AHEC.
- 2.2. Constituent Institution: As defined in C.R.S. § 23-70-101(b), an institution of higher education at and within AHEC, including Community College of Denver, Metropolitan State University Denver, and University of Colorado Denver.

3. POLICY

- 3.1. Within the AHEC administration, there is a Division of Campus Planning and Sustainability headed by the Deputy Chief of Campus Planning and Sustainability, who reports to the Chief Executive Officer and whose responsibilities are to direct and manage the operations of the division, appoint employees within the division, prepare its annual budget, be accountable for activities of the division, serve as the most senior supervisor over the division, and other duties as assigned.
- 3.2. The mission of the Division of Campus Planning and Sustainability is to oversee campus planning, campus sustainability, and space management for the Auraria Campus. The Division also ensures compliance with capital project planning and directly oversees capital project planning for AHEC. By supporting and

advancing the strategic plan, mission, and goals of each institution on campus, the Division of Campus Planning and Sustainability works to enhance the quality and use of space by the entire Auraria Campus community.

- 3.3. The Division of Campus Planning and Sustainability provides comprehensive master planning, transportation planning, infrastructure planning, land use and development planning, property planning, and historical planning for the Auraria Campus. This includes the following areas of responsibility:
 - 3.3.1. Facilitate and lead all campus-wide planning efforts, ensuring the compliance with and the implementation of the Auraria Campus Master Plan with the Constituent Institutions and off-campus stakeholders.
 - 3.3.2. Ensure plans of the Constituent Institutions integrate with the Campus Master Plan, providing guidance to the Constituent Institutions, including directly overseeing the Design Review Process for each individual project.
 - 3.3.3. Maintain and administer shared software systems and databases related to planning, infrastructure and campus-wide space and use inventories.
 - 3.3.4. Conduct landscape architecture design, consult on and create environmental graphics and signage.
 - 3.3.5. Conduct campus public realm studies, wayfinding, and other exterior land use studies.
 - 3.3.6. Assess and develop campus pedestrian pathways, ADA accessibility, transportation networks, and other mobility plans as needed.
 - 3.3.7. Provide space, survey, and mapping services, including professional geographic information services, drafting, design, analysis, and space allocation for the Constituent Institutions.
 - 3.3.8. Prepare and submit AHEC's annual Capital Construction and Capital Renewal requests to the State of Colorado for funding consideration.
 - 3.3.9. Assist Facilities Services in planning for and implementing campus-wide infrastructure and utility improvement projects.
- 3.4. The Division of Campus Planning and Sustainability oversees the Auraria Sustainable Campus Program (ASCP).
 - 3.4.1. ASCP is a student fee-funded, campus-wide program with the explicit mission of reducing the Auraria Campus' ecological impact and dependence on fossil fuels. ASCP works to accomplish this through projects, events, and programs that align with sustainability focus areas.

3.4.2. ASCP works with the Student Advisory Committee to the Auraria Board (SACAB) to advance sustainable programs and practices for the benefit of AHEC and the Constituent Institutions.

4. APPROVAL AND ADOPTION

This Policy has been reviewed and approved by the Board of Directors for the Auraria Higher Education Center.

Date: September 27, 2023

Approved by: Tracy Huggins
Chair of the Auraria Board