

# SPACE COMMITTEE

## Minutes of Meeting

April 29, 2003

Present: J. Blake, A. Chai, J. Daponte, J. Dolan, R. Drobish, E. Harris, J. Inguanti,  
P. Loescher, R. Sheeley and J. Philip Smith

Absent: B. Crerar, R. Jirsa, D. Pedersen and R. Ruggiero

Guest: R. Kellogg

### 1. Call to Order

The meeting was called to order at 3:00 PM.

### 2. Project Updates

- Financial Aid – The project is in process – P. Loescher will meet with A. Dennis.
- Davis Hall – Project is in process – P. Loescher will meet with M. Kennedy.
- Nursing Lab – Project is 95% complete.
- Summer 2003 classroom renovation – Unix lab and Earl Hall – on target/on schedule. Should be out to bid in the next couple of days. Asbestos removal should start shortly.
- Earth Science Labs – These projects are very expensive – should be included in the master plan update.

### 3. Departmental moves – J. Blake gave an update.

- Educational Leadership will move from the Wintergreen Building to the TE 6.
- Human Resources – The current proposal is for HR to move into space vacated by Educational Leadership. There will be some space modification/renovation. J. Blake and R. Sheeley will meet with E. Marquez to discuss.
- MBA – Program director will relocate to TE 6. The MBA computer lab will be relocated in the Wintergreen Building in space vacated by SPAR. Issues concerning building access after 7:30 p.m. and lab usage were still pending.

- Affirmative Action – will relocate to TE 6 from Schwartz Hall.
  - Media Studies – will relocate to TE 6 from Engleman Hall.
4. **Video Conferencing Room** - R. Kellogg presented an overview of the current space issues impacting the conference room. It was the committee’s recommendation that the video conference room be relocated to Facilities Operations Training Room. J. Blake will present the recommendation to the President for his approval.
  5. **Faculty Technology Resource Center** – A. Chai reported that he will use AVTV space and it should be ready in about two weeks. The center should be completely set up and running by October 2003.
  6. **International Student Exchange Program** – R. Sheeley suggested an area in C Wing in Engleman Hall.
  7. **Other – Hi Tech Classrooms** – Discussion indicated that summer 2003 hi tech classroom renovations (Morrill 9, Davis 120) were on schedule. Additionally since Engleman 247 was coming off line due to the renovation – the room equipment in that room would be relocated to Buley 425. R. Sheeley suggested that minor capital funds could be used to make that room “power ready”.
  8. **Adjournments**

The meeting adjourned at 4:00 PM

Respectfully Submitted,

James E. Blake