

UNIVERSITY SPACE COMMITTEE

Minutes

September 26, 2006

Present: J. Blake, M. Diamantes, J. Dolan, R. Drobish, E. Harris, R. Herron, P. Loescher, K. Ritter, M. Rock, R. Sheeley, S. Tucker and J. Young

Absent: A. Chai, R. Jirsa, T. Lenda and S. Williams

1. Call to Order

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

2. Review/Updates of 2006 Projects

- Former Barnes & Noble Bookstore

Dr. Williams has approved the floor plans. The committee emphasized that there should be information technology in the space. It was suggested that any IT equipment in TE 1-4 should be moved to the bookstore classroom.

- Moore Field House – Entrance/Lobby

There is a revised schedule. Completion is planned for October 10th. Project has exceeded its original time line due to contractor's difficulties.

- Moore Field House – Locker Rooms

A design consultant has been selected. It should start soon and is expected to be completed by early spring.

- Earl Hall – Graphic Lab/Music Room/Bathrooms

Classroom (Graphic Lab/Music Room) completed. Bathrooms are almost complete.

- Earl Hall – Entrance

Project consultant for design is under DPW review.

- Engleman Hall - Rotunda Patio

Contractor has been selected. The work should start shortly.

- Physics Department Space Assessment

Program has been completed with cost estimates of \$167,861. P. Loescher will meet with J. Dolan to review program documents.

- Replace of TE 4, 5 and 7 – Phase I

Should have a contract in two weeks – design build. Space should be completed by September 1, 2007.

2. **Future Projects 2007**

- JE 306

A project request form was submitted by Dr. DonnaJean Fredeen, Dean of School of Arts and Sciences on Fall 2005. Project will be reviewed and discussed at the October meeting, of when cost estimates were developed.

3. **Automatic Door Openers - Signage**

S. Tucker indicated she would provide sample signs/language to the committee shortly.

4. **Emergency Procedures – Signage**

J. Blake and R. Sheeley gave an update on distribution of emergency telephone numbers, telephone trees, and evacuation procedures. There was a general discussion on the importance of having clear documented procedures available.

S. Tucker indicated that the recently issued tornado procedure needed to indicate which buildings had basements that were accessible.

5. **Bond Commission Update**

The September Bond Commission meeting had been cancelled.

6. **Other**

- Wintergreen Building

The Wintergreen space assessment/program was waiting for a task letter from DPW.

7. **Adjournments**

The meeting adjourned at 4:00 PM

Respectfully Submitted

James E. Blake