

Space Meeting 1-8-09

Attendees: Wendy Endress, Steve Trotter, Patti Zimmerman, John Pumilio, Sheryl Dorney, Ken Tabbutt, Paul Smith

Recorder: Emily Sladek

Introductions and Approvals of Minutes: Add: "Space Efficiency Study schedule needs to be revisited. Due to budget restrictions it is not the best time to talk about space expansion. The engagement of the campus community maybe better served in the next academic year after the biennium budget is set."

Scheduling of Library Conference Rooms:

- Library 3707 will be schedule by Academics.
- Library HR will be scheduled on R25
- Board Room is divided into two rooms and will be scheduled on R25. Keys for Board Room electronics, including wall dividers, will be handled by John Carmichael and he can give them to whomever he wants.
- SASS and Dean's area on Library 2nd floor have conference room that are internally scheduled.

Other Items:

Further Discussion on Space Efficiency Study: It would be beneficial to have the study done before the 2010 Capital Plan. What information should we try to gather before we engage the campus? We will gather space utilization and square footage data, especially in classrooms and labs—teaching spaces. Patti Z will send out survey.

Happy Land needs to have photo documentary done before renovation. Emily will ask Randy Stilson to photo archive the space. Emily will set up tour of Happy Land with Space Committee Meeting, Susan Harris, Maryam Jacobs, Julie Suchanek.

NLC Conference (250 people) will have Greenery available for food service. Furniture will be moved into L4300, so that round tables can be used for conference. Sheryl will remind Patti about moving the furniture.

Paul presents the Governor's Capital Budget Proposal. Evergreen is not funded for any major construction in 2009-11 biennium. Paul will send out spreadsheet of Capital Budget requests.

We are still under consideration for the FEMA grant with matching state funds for the Clock Tower.

Next Space Management Committee Meeting is February 5, 2009 from 1-3pm in the Facilities Conference Room