

Space Minutes February 7, 2013

Attendees: Steve Trotter, David McAvity, Wendy Endress, Paul Smith, Sharon Goodman, Kirk Knittle, Sarah Pedersen, Abby Kelso

Recorder: Bianca Janssen-Timmen

Introductions and Approval of Minutes

The meeting minutes for January were approved as written.

Classroom Utilization Report – Kirk Knittle

Kirk reported and explained classroom utilization and expectations of the State's Higher Education Coordinating Board (HECB) versus the College's Facilities Evaluation Planning Guide (FEPG). The HECB requires standardized information that often does not recognize TESC's nonstandard practices and thus how space planning/utilization is accomplished here (for example the HECB doesn't account for governance times). The FEPG provides different standards that are more appropriate for the College and our pedagogy when we look at space utilization and planning.

The committee engaged in a general discussion about current available classroom spaces and their appropriate equipment and size, governance and class times as well as hypothetical scenarios, such as eventually taking the Lecture Hall offline.

The conclusion of the discussion was that we are currently OK in terms of classroom space, if we don't take any more classrooms offline.

QuaSR Center/Writing Center Relocation – David McAvity and Sarah Pedersen

David gave a quick review of the proposal, which had already been discussed at the last meeting in December 2012.

In short, the Quantitative Reasoning Center (QuaSR) has had a significant increase in students using their service and thus has expressed a need to expand. On the other hand, Media Services has reduced staff and, therefore, would like to combine Media Loan and the Help Desk in one location.

David and Sarah came up with a more detailed proposal which would entail taking three current Library classrooms offline, of which one has A/V capabilities. These classrooms would be recreated on the second floor in the Library Proper area, when rearranging the QuaSR/Writing Center.

After some discussion the committee didn't come to any solutions but decided to go on a tour to the Library, at the beginning of the March meeting to see those proposed spaces first hand. They also decided that a cost-benefit estimate would be appropriate, an estimate for the proposed plan, as well as a construction time line estimate. It was also suggested to consult further with Media Loan and Photo Services to get a better picture of their needs and to explore their ideas.

The meeting ended at 2:55pm.

The next meeting will be March 7, 2013