

Space Minutes
June 2, 2011

Attendees: Paul Smith, Sheryl Dorney, Sharon Goodman, Patti Zimmerman, Sarah Pedersen, Wendy Endress, Steve Trotter

Recorder: Emily Sladek

Introductions and Approval of Minutes:
Minutes approved as is.

Com Timeline:

- Paul provided a brief update on the capital budget. The Com project is undergoing a restructuring because of the \$1.6 million shortfall to its budget. Portions of the renovation are being removed from the main project scope and added back in as alternates. Paul will send an adjusted budget and alternates to senior management for approval. There will be no money for equipment or furnishings and will likely be funded by reserves. The moving out of the Com process and surge schedule is continuing forward. A special board meeting may need to be convened in August to approve the contract with bids being submitted towards the end of the July.
- The new timeline may mean that the Com can be used for conferences and classes during the full summer quarter, rather than the first session as was originally planned. Because of this new possible change in plans there may be Com staffing issues and difficulty moving the equipment on a shorter timeline.
- Paul assumes Com construction will start right after Labor Day and finished by the beginning of Spring 2013.

ACTION ITEM: Sarah and Patti need to meet for how to communicate the surge schedule to the faculty, regardless of whether or not the money has been allocated .

Lab I 2nd Floor:

The legislature also funded the remodel of the research space in Lab I. The surge for the project is planned for the second year of the biennium.

Lecture Hall Pre-design:

The legislature funded the pre-design of the Lecture Hall building. The pre-design will need to be finished by June 30, 2012. The bid for the Lecture Hall and Lab I architect will likely be in August 2011.

Future Projects:

The CRC needs funding for a pre-design and renovation. Students will likely need to pay for the construction costs; the committee will need to think about ideas for how to engage student to support a fee to cover costs.

Future of L4300:

- The vision of the room is to have it be a separate space for special events and revenue generation. There is a discussion if this should be a dedicated space for renting to conferences and large events and not be available for surge. When can it be used for

renting and off-line to classes? Who can use the kitchen; what parts of kitchen equipment can be used by laypeople; will charging a fee prohibit some groups from using the space?

- Sharon proposes drawing up a policy for how to manage the event space and kitchen. The fee to use the kitchen will need to be the real cost of having the kitchen staffed and cleaned by professionals.
- The committee also proposes doing a cost analysis on the Lecture Hall and other possible projects that may need the L4300 space after the Com surge is completed. This will help speed up the timeline for when the vision of L4300 can be implemented into the long-term use of the space.
- Sheryl has had problems selling the space to off-campus users because of changes to scheduling availability and the atmosphere of the space. Facilities Services has plans to update the space.

ACTION ITEM: Paul will meet with Sheryl to further develop how the space can be updated.

Other Items:

ACTION ITEM: Patti will continue auditing A-wing space, so the committee can manage where to place the groups had proposals for L3507 A & B. A meeting also needs to be convened for the growth in Financial Aid.

ACTION ITEM: Sharon will talk to Craig about office space and especially the surged out of the Com.

The July meeting may be rescheduled for the week of July 11, so that enough committee members are present to make a proposal on L3507 A & B.