

Space Minutes December 6, 2012

Attendees: Sheryl Dorney, Steve Trotter, David McAvity, Wendy Endress, Paul Smith, Sharon Goodman, Kirk Knittle, Sarah Pedersen (guest – Interim Dean, Library), Allison Schneider (guest – student, Shakespeare Society)
Recorder: Paul Smith

Introductions and Approval of Minutes

The meeting minutes were approved as written.

Request by Shakespeare Society

Allison Schneider presented a request to the Committee concerning allowing the Shakespeare Society to schedule Library 4300 on Tuesday, Wednesday and Thursday beginning January 29 for rehearsals for their play. In addition she also requested being allowed to schedule the same space the week of February 18 – 24 for stage setup and the performances of the play “The Winter’s Tale.” The Committee approved the advanced scheduling of the space on Tuesday, Wednesday, and Thursday beginning January 29 from 6 – 10 pm. The scheduling of the space the week of February 18-24 was approved with the proviso that there were no conflicts with previously scheduled events. Allison was directed to coordinate the use of the space with Space Scheduling in Facilities Services. Depending on other uses of the space Allison would be allowed to have a key fob, if approved by the Student Activities sponsor or the faculty coordinator, for the week of February 18-24.

Space Reorganization and Renovation in the Library and A-Wing – Sarah Pedersen and David McAvity

Sarah and David gave a presentation on several space issues in regard to the Library and the QuaSR/Writing Center programs and Media Loan. The Quantitative Reasoning Center (QuaSR) has seen a doubling of student visits in the last two years alone and is operating well above the design capacity for the space it is currently in. The QuaSR currently share this space (L2304) with the Writing Center. In addition, Media Services has reduced staffing due to major budget cuts and has created a consolidated help desk intended to provide good combined service and hours with fewer staff. Media Loan equipment checkout is currently on the 2nd floor of the library and some of the work of the help desk formerly done at the roll-up door at the entrance to media services on the 1st floor is being combined in Media Loan. Also, the growth of the QuaSR program has caused the normally shared library classroom (L2310) to be used almost exclusively by QuaSR, which causes scheduling conflicts for the library instruction workshops. These are the issues that Sarah and David are looking to resolve with the study of the various space opportunities in the Library building. The proposal that they shared with the Committee was: QuaSR moves to the current media loan space in L2504, leaving the current space to the writing center sharing the library instruction classroom with the library. Minimal remodeling would be needed in L2504; and, Media loan downsizes and relocates to L1005, L1003 and a small section of L1001. The planned veteran’s center would relocate to the remainder of L1001. This would entail removing some portion of the walls between L 1003 and L1005 and building some office

space. It would also require putting in a wall between the pillars in 1001 in the western part of L1001.

General discussion followed regarding the proposal presented by David and Sarah. The discussion centered on the proposal and various alternatives to that proposal in regard to QuaSR, the Writing Center, Media Loan and Media Services, classrooms, and the Vet Center. Various ideas were discussed involving space on all levels of the Library building and, in particular, those within the footprint of the existing college library and immediately adjacent spaces (Media Loan and the 3 classrooms, 1001, 1003, and 1005). After much discussion, it was agreed that Space Planning would look at the need for classrooms at the current student FTE level of 4045 (which is expected to continue for at least the next 2-4 years) and be prepared to share that information with the Committee by late-January for use at the Committee's February meeting. General consensus was to continue looking at various alternatives in regard to the affected programs and the need for classrooms. Facilities Services will set up a meeting with Sarah to get a better understanding of the various alternatives and the facility needs associated with the alternatives. The rough estimates will be prepared by late-January. David and Sarah will look at the possible relocation of Media Loan into the existing Media Services' space on the first floor including the use of 1326 and 1328 as appropriate space to make room for Media Loan in the front area of Media Services. Facilities Services will work with them to provide a rough estimate of the cost to convert the various spaces for the new uses. Facilities Services will also provide a rough estimate of the cost to put the Vet Center into Library 1001 in conjunction with Media Loan occupying about 250 square feet of the same space.

The Committee will look at the various options at its February meeting to attempt to alleviate the problems described by Sarah and David. If at all possible QuaSR needs to have additional space by the start of Fall Quarter 2013. In addition, the Vet Center also must be functional by the start of the Fall Quarter 2013.

The meeting ended at 2:55pm.

The next meeting will be January 3, 2013