

Space Minutes May 3, 2012 1:05pm

Attendees: Paul Smith, Sheryl Dorney, Steve Trotter, Michael Sledge, Patti Zimmerman,

Recorder: Paul Smith

Introductions and Approval of Minutes
Minutes were approved.

Veterans' Center Space

Wendy Endress asked that the Space Management Committee begin the process for finding a "permanent" home for the college's Veterans' Center. She indicated that Student Affairs has developed the 2013-15 biennial budget with staffing and goods and services funding for the operation of a Veterans' Center starting in the summer of 2013. She feels that the best location for the Center is the Library Building and wants to begin the process to determine whether or not space can be found in the building for the Center.

A general discussion ensued regarding general space needs for the Library Building, in particular the Veterans' Center and Public Records office. The discussion also included what kind of process would be needed for the Space Management Committee to develop a recommendation for the Vice President in regard to these two requirements.

In order to discuss the space requirements for the two requirements, it is necessary to develop a space program for each requirement so that the Committee has a defined space for each requirement. Wendy will work the issue for the Veterans' Center and Paul will contact Holly to work the space requirements for the Public Records Office.

Patti will work on preparing a list of potential spaces in the Library for the Veterans' Center and also the Public Records Office. Patti will look at the utilization of the various Library classrooms/seminar rooms and will bring Kirk Knittle to the next meeting for a discussion on the utilization of these various spaces. It is hoped that it will be possible to discuss the impact on the academic programs if one of the classrooms/seminar rooms is taken to be used as the Veterans' Center at the June meeting.

There was a discussion on the possibility of finding a "permanent" home for the Veterans' Center in the Library in time for it to open in September 2013. If that is not possible the Committee will look at possibilities for a short term solution to be open in September 2013.

It was agreed that the Committee would have a general discussion in June regarding space and academic programs. It was also brought up about the possibility of converting Library 4300 into a classroom and a smaller "event" center. Additionally, there was a short discussion regarding the conversion of the old copy center location in the basement into a classroom with audio-visual capability.

10-Year Capital Plan

Paul then presented the 10-Year Capital Plan that will be discussed with the Board of Trustees on May 8 and then presented to the Board in June for approval. After approval by the Board in June then the formal 10-Year Plan can be prepared along with the various capital project proposals for submission to the Office of Financial Management in August/September.

Next meeting will be on June 7, 2012 at 1:00pm-3:00pm.

The meeting ended at 1:55 pm.