

Space Management Meeting Minutes
May 5, 2006

Attendees: Ken Tabbutt, Sheryl Dorney, Patti Zimmerman, Steve Trotter, Jim Stroh, Sharon Harrison, Bill Zaugg, and John Lauer.

Recorder: Rishel Gordham

Minutes

Minutes from prior meeting were approved with addition of Bill Zaugg's names to the meeting attendees.

Surge Phase II

The goal for Phase II surge is to have A Wing surge completed in one phase.

- Move everyone except SASS
- 18 months of construction
- Perhaps purchase a 6,000 sq ft. portable
- Creative ways to make move work in one phase such as; sharing space, telecommuting, and purging supplies to make room
- Paul and Patti are working directly with Vice President to examine use/potential available space
- Lab I remodel is going to happen at the same time
- Move will begin April 1, 2007 (Spring quarter)
- Prepping space before we move (Winter quarter)
- Meeting with "point person" from each department is next

Comments:

Comments were made about potentially reducing academic space.

Marty Beagle is worried about 4107 spaces.

It was suggested that VP's should jointly write a memo addressing the surge.

Possibly renting space off campus.

ACTION ITEM: Ken and Steve will draft up memo for the VP's to sign.

Accommodations need to be made for those within SASS who do not want to be around when construction is happening.

Housing spaces could potentially be used.

Questions:

How long will Lab I be offline?

-Spring/Summer of 2007.

SRI's:

- Most SRI's that were submitted do not include budgets associated with them
- Flag the ones that seem most appropriate

ACTION ITEM: Invite Dave Shellman to the next meeting to provide committee with spreadsheet including estimated costs for all SRI's.

Question:

SRI for Longhouse:

- Paying for an artist to do a sketching.
- It was suggested that the Longhouse has an endowment fund for such requests.

ACTION ITEM: Sharon Harrison will research the endowment fund and report back to committee.

Student/Faculty Lounge: (John Lauer)

Problems within the cafeteria:

- Faculty and staff during lunch are feeling disserved.
- John would like to find out what the plan is instead of simply saying the room is closed this week.
- Union contract states that you must have a faculty/staff lounge.
- Questions John has:
 - When will it be back?
 - Are we going to need it again for surge space?

ACTION ITEM: Bill Zaugg will check the union contract for this verbiage.

Food sharing on patio:

- Food is no longer allowed on patio.
- What is eating during the summer going to look like?

Questions:

Wasn't someone going to put in a fence around the patio?

-Yes, an SRI for a \$25,000 fence was submitted.

Could the Faculty and Staff utilize the patio as an outdoor lounge?

How many faculty are on campus during the summer?

- They are about 25 pretty loyal people who eat 5 days a week in the greenery.

Letter to Vice Presidents in Regards to Prioritization of Non-academic use of Space:

Requesting a list of events that are not conferences (for the most part)

- When Facilities changed over R25 last summer a large amount of data was lost.
- The list that is being created will show all the events that require special circumstances when scheduling.

- Once the list is created then it will come back to the committee to examine potential problems.

Comments:

Freshman Advising Day should be on a Saturday.

Some events on campus are not suitable for being placed in any open space available.

-Perhaps renting the Holiday Inn if we can't find appropriate space on campus

Other Items:

Student Run Café:

- Group of students wanting to start a student run café.
- They are considering many spaces such as: CAB 109, 4300, HCC
- Wanting to start café by Fall 2007
- Working with Martha Rosemeyer
- These are the same student who serve food every Wednesday on Red Square

Next Meeting scheduled for June 1, 2006.