

Space Minutes December 4, 2014

Attendees: Sheryl Dorney, Sharon Goodman, Susan Opprecht, Abby Kelso, David McAvity, Steve Trotter, Jeanne Rynne

Recorder: Bianca Janssen-Timmen

The meeting minutes from the October 2, 2014 meeting were approved as written.

Introductions

Building Lock Down

Jeanne informed the group of the latest holiday campus lock down, which was a glitch in Millennium and Mike is working with them to find a solution to the problem.

Tea Ceremony Space in Library 4300

Tomoko Ulmer and David McAvity are looking for tea ceremony space for the Tea Club, for Academic use, and for Community events. After brainstorming different available spaces they would like to inquire if one of the storage rooms behind the Lib 4300 would be available. The space for the tea ceremony should also provide room for the ceremonial materials or an additional storage space close by. Currently the materials for the tea ceremony are spread around campus and they start to get damaged from all the hauling around to different locations. The committee wouldn't recommend 4300 or any storage around it because it's heavily scheduled already.

Susan suggested Sem II E-4115-the Art Critique room, which is currently scheduled very lightly. The space is a scheduled space and managed by Michelle Pope though, which means Tomoko and David would have to talk to her.

Other suggestions discussed were Sem I, which turned out to be too small, the CRC as a long term option, and a possible Com space such as the Oxberry room which might not offer the desired ambient.

Tomoko and David are going to look at the Com and the Sem II spaces and they will talk to Michelle and Shannon before making a decision.

This item will stay on the agenda for the January meeting, were David and/or Tomoko will come back and present their final conclusion.

Status of the Faculty-Staff Lounge Update

Sharon Goodman talked to Sharon Storer at HR, who thought this issue definitely would have to go through the Union because she was under the impression that the Faculty-Staff Lounge explicitly has to be a dedicated place, not a regular multi-use, space.

Sharon Goodman summarized again the viewpoints of the students and the faculty/staff groups and what so far was considered.

A UMCC meeting will take place on December 14th and Jeanne and Steve said it would be worth to at least propose the idea of a scheduled multi-use space for the following reasons:

- a) For retention reasons, we should try to accommodate students, especially in a student paid building.
- b) Spaces should be used efficiently and shouldn't be empty for the majority of time.

- c) Most departments on campus already have dedicated break rooms in their areas and it is questionable if a general staff/faculty lounge is really needed.

Jeanne will put together a proposal for the UMCC meeting and asked Sharon Goodman to send her the student point of view and their wishes. With this proposal the Space Management Committee would like to find out what the general perspective of the Union is.

In regards to the donated Foundation money, Abby expressed concerns about spending the money, while it is not clear if the space will/won't be a dedicated faculty/staff lounge. Altogether there is \$9000 available for purchasing furniture. The money was place in an account and the committee decided to wait with the purchasing until a decision regarding a space has been made.

Psychology Lab in SEM I

The Psychology Lab that David suggested in previous meetings requires a fairly quiet area, which is not the case in Judy Cushing's former computer science lab in Sem 1, 4th floor, which David thought could be dedicated for this purpose.

Susan proposed to swap the 4th floor space for a space on the 3rd floor. This location is in a relative quiet area but is currently dedicated to a student with a severe peanut allergy, as lunch room.

For a temporary location (the rest of this school year), Susan and David will verify with Meredith if the space is actually being used by the student and based on that make a decision about either swapping the office or occupying another office close to the student's lunch room with the stipulation that they don't use peanuts in their lab. David will present the final decision for the location of the Psychology Lab at the next meeting. Susan will also bring a Sem 1 floor plan to the next meeting and the committee will discuss a permanent space then.

Announcements

Jeanne introduced and explained the newly established curtesy meeting protocol and asked everybody to do their best to follow it.

She also announced the hiring of Susan Opprecht as the new Space Analyst 1.

The meeting ended at 2:00pm

The next meeting will be January 8, 2015