

## Space Minutes March 06, 2014

Attendees: Kirk Knittle, David McAvity, Matt Newman, Abby Kelso, Jeanne Rynne, Sharon Goodman

Guests: Ann Friedman, Johnathan Lindsay, Steve Trotter

Recorder: Bianca Janssen-Timmen

The meeting minutes from the January 9, 2014 meeting were approved as written.

### **Introductions**

#### **Artwork New Location**

Ann Friedman came to the meeting to suggest a new location for the Elissa Greisz artwork that formerly was located in the Com Building. After the renovation of the Com Building the artwork wouldn't fit any longer on the wall where it used to be, so after looking for a new location, Ann thought that the Library 3rd floor mezzanine would be a good new home for it.

Ann already consulted with Patrick Rau, who helped Ann several times before with displaying art work, about what to consider when hanging the picture. Since the wall is available and according to Patrick the wall would be appropriate, the committee approved the new location and will recommend it to John Hurley.

#### **Phonathon**

The Phonathon's current location is in the basement of the lecture hall building. Because the lecture hall re-design does not include a space for Phonathon anymore, Jonathan Lindsay and Abby Kelso talked to Kirk earlier and proposed a possible new permanent location for the Phonathon.

Kirk identified four possible offices in Sem 1 on the third floor. Those offices would have the same footprint as the current space in the basement of the Lecture Hall but the rooms would offer some new advantages, such as consistent functional heat, windows that provide natural lighting, the building is open at all times and is close to Police Services, which would be great from a safety stand point because the people working in the Phonathon, work mostly evenings and weekends.

The office spaces Kirk suggested are 3109, 3111, 3113, 3115, and 3117.

3115 and 3117 are currently Aramark offices, so Kirk recommended moving them down two offices, to 3119 and 3121.

3109 is currently an EF classroom. Kirk is going to suggest to EF to create a replacement classroom for them, down the hall, converting either 3123, 3125 and 3127 into one big room or combining 3131 and 3129.

Advancement projects this move to be finished by the end of July 2014 and understands that Advancement may be responsible for all accruing costs.

The Space Management Committee approves this proposal and will recommend it to John Hurley.

### **Space Use on Holidays and Afterhours**

There was a discussion about space use and opening hours on holidays and afterhours. The Colleges policy at this time is that the entire campus is closed during holidays because of safety and staffing reasons. Students seem to still work though on some holidays and afterhours in the art studios, propping doors open to be able to access them, which is not very energy efficient or safe. For this reason, Jeanne would like to review this policy because she would like to support students and academics.

In discussing this matter, the committee fairly quickly differentiated between short, day long holiday closures and long, week long breaks during which the Campus definitely will stay closed. For many students though education doesn't stop during those short holidays but it is still a safety and health issue if the college is only minimally staffed.

Kirk wondered if we would allow spaces to be open, would we schedule them officially and advertise this decision or if we would decide on each request individually and not officially advertise this option?

In order to continue this discussion, Jeanne asked David to inquire with his Building Operation Managers about how often and where students would need access during those short day long holidays and afterhours; not including formal scheduled class times.

The committee agreed, if the College would extend the after hour opening times and during short, one day holidays, the students would have to understand, that the facilities would not be fully staffed.

Once we have the data from David, we will continue with this talk.

### **Sem 1 Renovation Discussion**

Last biennium TESC asked the Legislators for funds for pre-design and design to renovate the Sem 1 building, but didn't receive any. Considering this, Jeanne posed the question, if we want to ask for Sem 1 pre-design and design monies again and what the intend will be for Sem 1; what programs would we consider to be housed in this building? A little while ago she asked Kirk to conduct a study of popular programs/classes that have an increased need for space. Kirk summarized that assuming everybody who currently is in Sem 1 will stay there, such as Police Services, Health/Counseling Center, Parking, etc., it will leave the College with about 5,000 to 6,000 sqft available.

It was discussed that general function renovations are less likely to be funded vs. specific program spaces that have a direct impact on instruction. The committee should, in this case, focus on instructional programs.

One possibility Jeanne considered and which was well received, was the expansion of the Indigenous Fine Art Program into this existing building instead of adding additional ones. Jeanne talked to Tina Kuckkahn- Miller and she liked this idea as well.

### **Review and Prioritize Minor Works Program (Formerly SRI) Requests**

The meeting ended at 3:00pm

The next meeting will be April 3, 2014

Elissa Greisz artwork



New location; Library 3<sup>rd</sup> floor, Mezzanine



# Phonathon Space Request

College Advancement Handout for Space Management Meeting on Thursday March 6, 2014

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## Introduction

The lecture hall remodel design does not include a space for the phonathon center that raises money for Evergreen's Annual Fund. Staff have identified another space that will work for the program in Sem I, with a possible move in June/July 2014.

## Program Details

300,000 phone calls/year  
16-20 student staff (callers & supervisors)  
4 professional staff with program responsibilities  
9-10 months per year of active programming  
Sunday-Thursday Nights 4-9pm  
\$200k revenue goal (80% for scholarships)

## Space Needs

1 large room with 16-20 work stations with desktop computer, monitor and calling device  
1 office for student supervisors (3-4) that is connected to larger work-room  
1 office for professional staff (4 staff rotate in throughout the week)  
ADA accessibility  
Night-time safety  
Data & phone

## Current space

Lecture Hall Rotunda Basement

## Proposed Space

Sem I rooms: 3109, 3111, 3113 and 3115 & 3117

## Contacts

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