

Minutes of Capital Review Committee Meeting
Tuesday, May 25, 2004
123 Jesse Hall

Attending: Brady Deaton (Chair), Larry Edwards, David Housh, Jackie Jones, Alan Marshall, Mike Nolan, Scott Shader, Gary Smith and Ruth Brent-Tofle

Absent: Jim Coleman, Chris Koukola, Mike Middleton, Cathy Scroggs, Benyamin Schwarz and Bruce Walker

Guests: Carla Klein, Tom Sharpe and Jeff Zeilenga

A CRC meeting was held on Tuesday, May 25, 2004 at 1:30 p.m. in room 123 of Jesse Hall and the following was discussed.

1. Incubation Space Policy – Scott Shader and Tom Sharpe

Tom Sharpe began the conversation by stating that the Advisory Committee on Space spent much of the winter 04' semester working on establishing an Incubation Space Policy. This policy would be the process by which faculty start-up companies would request on campus space prior to the construction of an incubator building. This policy assumes that all academic and research approvals have already been received and that space is the only thing that is needed by the faculty member.

The new process involves filling out a Campus Space Request Form, submitting this form to the Advisory Committee on Space and then onto CRC for final discussion and decision.

Recommendation: CRC decided to table this item and asked that this policy be revised to clarify that space belongs to the campus and that any college/school must first justify its use of existing space and then there must be no campus space needs before an incubation space request gets approved. Also, Brady Deaton asked Scott Shader to include this agenda item onto a future Provost's Staff Meeting for discussion.

2. FY05 General Pooled Classroom Renovation Priorities – Scott Shader

Scott Shader handed out a list of general pooled classrooms that need renovation. This list was developed by input received from the Deans and the Undergraduate Deans' Council. The recommended priority by the Advisory Committee on Space was to complete Middlebush Auditorium phase II and to fund the FY04 projects that were not completed last year. This includes one room in Geological Sciences and two rooms in Hill Hall.

Recommendation: CRC agreed with the FY05 Classroom List as submitted and asked Scott Shader to work with Campus Facilities on getting estimates. CRC also instructed Scott Shader to postpone any renovation work in Middlebush Hall until the needs for space in that building have been addressed.

3. Guideline for Relocating Classes due to Student Enrollment or Other Institutional Priorities – Scott Shader and Carla Klein

Scott Shader handed out a guideline that was developed by the Advisory Committee on Space over the Winter 04' semester. This proposed guideline would hold departmentally controlled teaching facilities to the same standards used to assess classroom utilization for the general pooled classrooms. If these standards were not met, or if a teaching facility was deemed underutilized, then this room could be scheduled by the Registrar for other needed courses or this room could be subject to be included in the general classroom pool.

Recommendation: CRC approved this guideline as submitted. Brady Deaton asked Scott Shader to bring this guideline to the Provost's staff for discussion prior to distribution to the campus community.

4. Development of Reactor Field Parking, Fill Area and Installation of Fence – Larry Edwards

Parking and Transportation Services has requested that commuter parking be developed in Reactor Field. The lot will have a gravel surface at this time.

As part of this development a cable and post fence will be installed around a perimeter of Reactor Field to control vehicular access.

The development of the parking lot would begin with the construction of two separate areas at the Northwest corner of the site. A47 space lot immediately North of the building pad for building #1 of the planned incubator development will be constructed first. An additional area of approximately 56 spaces will then be developed east of building #1 Site. Both of these areas will be finished this summer.

Both of these areas can be developed with minimal grading and additional fill.

Recommendation: CRC approved this project as submitted.

The meeting adjourned at 2:30 p.m.