

Date: March 6, 2002

Draft

To: Space Planning Advisory Committee Members

From: Scott Shader
Assistant Director

Re: **Meeting Minutes**

Attendees: Dean Richard Andrews, Dr. Martin Camargo, Dr. Mike Devaney, Ms. Daffany Hood, Scott Shader and Dr. Gary Smith

Guests: Mr. Larry Edwards and Dr. Norm Gysbers

A space planning meeting was held on Monday March 4, 2002 at 1:30 p.m. in room 75 McReynolds Hall and the following was discussed.

1. Noyes Hall Space Requests – Education and Arts and Sciences

Gary Smith announced to the Sub-Committee that the College of Education's request for space in Noyes Hall was not received in advance of today's meeting therefore he had pulled the agenda item and so notified A&S that he would like to postpone this discussion. The Sub-Committee scheduled a special meeting for Monday, March 11, 2002 at 1:00 p.m. in room 75 of McReynolds Hall to discuss these requests.

2. Instructional Materials Lab Space Request for Space at The Rock Quarry Center

Gary Smith mentioned that the sent space requested by the Instructional Materials Lab for space at the Rock Quarry Center was withdrawn because the Provost had not signed the request. This space request will be considered at the upcoming March 11, 2002 meeting, assuming the Provost has signed the request and time permits. Dean Andrews stated that he would follow-up with the Provosts Office to try and get the necessary signature.

3. Campus Facilities and Space Planning and Management's Request for The Vacated Police Space in The Basement of The General Services Building

Larry Edwards and Scott Shader presented a joint space use proposal for the current space assigned to the Police Department in the basement of the General Services Building. Campus Facilities is asking for the assignment of approximately 4,200 ASF of space currently assigned to the Police Department. In return for this space assignment, Campus Facilities will in turn give Space Planning and Management approximately 2,100 ASF of space for use by the Building and Infrastructure Archives. The Police will be moving to the Virginia Avenue Parking Garage around April of 2002.

Recommendation: The Sub-Committee endorsed this joint request and recommended it to the Capital Review Committee for approval.

The meeting ended at 2:15 p.m.

CC: Provost Brady Deaton
Vice Chancellor Kee Groshong