

Date: November 4, 2002

To: Space Planning Advisory Committee Members

From: Joey Riley  
Assistant Director

Re: Meeting Minutes

Attendees: Dean Richard Andrews, Dr. Martin Camargo, Joey Riley and Scott Shader

Absent: Ms. Daffany Hood and Dr. William Wiebold

Guests: Lee Henson and Dr. Richard Oliver

A Space Planning Advisory Committee Meeting was held on November 04, 2002 at 1:30 p.m. in Room 75 McReynolds Hall and the following was discussed.

**1. ADA Coordinator/PACE-IT Grant Space Request – Lee Henson, Director of Disability Services**

Lee Henson, Director for Disability Services submitted a request asking for space on the fourth floor of McReynolds Hall (Rooms 463, 465 and 469). Two of the rooms are to be assigned permanently to the ADA program and one room is to be assigned temporarily to the PACE-IT program for the three years left on a five year grant. The one office to be use by the PACE-IT program (room 469) will be returned back to the campus for re-assignment when the grant expires. The combination of ADA and PACE-IT into a single location would enhance the administration of both functions, by reducing communications, travel, and paperwork inefficiencies and provide a home for PACE-IT. The space currently occupied by the ADA program located in Heinkel Building (room 3) will be returned to the campus for re-assignment.

**Recommendation:** The Committee agreed to support Lee Henson's space request in McReynolds Hall but recommended that the one room (469) that was requested for the use by the PACE-IT Grant, should revert back to the campus for re-assignment when the grant expires in 3 years.

**2. SHP Health Psychology Space Request – Dr. Richard Oliver, Dean of School of Health Professions**

Dr. Richard Oliver submitted a request asking for the assignment of space on the second floor (2014, 2021, and 2022) and the sixth floors of EFCC. This space assignment would consolidate the Health Psychology Department together into one building, and allow for the capturing of lost billing revenue for services provided by Health Psychology for the School of Health Professions. The SHP Health Psychology Department is currently located in leased space in the Rusk Health South Building and the campus owned A.P. Greene Building at the EFCC. The SHP Health Psychology Department is requesting permission from the campus to use F&A grant dollars and/or campus funds to pay the Hospital rent for the space requested in EFCC. The estimated annual rental charge payable to the hospital would be \$67,243.

**Recommendation:** The Committee agreed to support the assignment of space on the second floor and 6<sup>th</sup> floor of EFCC to SHP Health Psychology, assuming that the CRC approves the use of grants funds and/or campus funds from the SHP Health Psychology Department to pay the Hospital rent on an annual basis. Also, the committee wanted to ensure that if this space request is approved that it does not go against any long-term plans for the EFCC campus by the Hunter Group.

**3. Site Request for the New School of Health Professions Building.**

- **Impact on current Natatorium Building**
- **Discuss New Building Space Study Findings**

Dr. Richard Oliver presented a request asking that the current MU Natatorium site be designated as the future location for a new School of Health Professions Building. A new SHP Building is a high priority in the School's strategic plan. The current space occupied in Lewis Hall and Clark Hall by SHP does not accommodate the wide range of teaching, research and service activities currently taking place in SHP and does not allow for future growth. Dr. Oliver stated that this is an ideal location for the SHP due to its close proximity to the Health Sciences complex. Dr. Oliver also presented the findings from the Space Study conducted by Space Planning and Management for the School of Health Professions. The findings of the Space Study were the basis for the School's request for a new Building.

**Recommendation:** The Committee supported the Space Study that was conducted by Space Planning and Management for SHP and asked Scott Shader to take the findings to CRC for final review and approval. The Committee also recommended that the requested location of the new SHP Building and the future fate of the Natatorium Building should be forwarded to the Campus Planning Committee for discussion and a recommendation to CRC.

**3. Multiple Office Policy/Guideline.**

The Committee discussed the need for a multiple office policy /guideline at MU that would provide the campus with a guideline pertaining to the allocation of more than one office to a single individual on campus.

**Recommendation:** The Committee asked that Joey Riley to write a draft Multiple Office Policy/Guideline for review by the Committee at its December 2002 meeting.

**4. Mission Statement for SPAC.**

Scott Shader stated that a formal mission statement did not exist for the Space Planning Advisory Committee.

**Recommendation:** The Committee asked that Joey Riley to create a draft Mission Statement for review by the Committee at its upcoming meeting in December 2002.

**5. Web Database/Page for SPAC.**

The Committee was concerned that the minutes from the SPAC meetings were not available to the MU Campus for review. The Committee expressed its desire to have a web page location created that would tie to the already existing Space Planning and Management Web site.

**Recommendation:** Scott Shader indicated that he would try and develop a prototype web page for review by the Committee members at the upcoming December 2002 meeting.

**6. Winter Semester Meeting Dates and Times.**

**Recommendation:** The Committee agreed that the SPAC meetings would continue to be held the first Monday of every month. The Committee agreed that the January meeting would be canceled due to the holidays.

- 7. Informational Item:** Joey Riley has been appointed by Scott Shader as staff support to SPAC. Joey Riley is taking Scott Shader's place as staff support since he is now the Chair of the Space Planning Advisory Committee.

The meeting ended at 2:45 p.m.

CC: Provost Brady Deaton

jr