To: Advisory Committee on Space Members

From: Scott Shader  
Director

Re: Meeting Minutes

Attendees: Dean Richard Andrews, Mike Devaney, David Dunkin, Brenda Selman, Scott Shader, Bob Unrath and Bill Wiebold

Absent: Chris Patterson and Joey Riley

Guests: Chip Cooper, Jennifer Doty and John Gardner

An Advisory Committee on Space meeting was held on Wednesday, November 19, 2003 at 1:30 p.m. in room 249 within Engineering Building West and the following was discussed.

1. Approval of the October 2003 ACS Meeting Minutes

Scott Shader indicated that there were no changes made to the October 2003 ACS meeting minutes as taken by Joey Riley.

Recommendation: The Committee approved the October 2003 meeting minutes as submitted and asked Scott Shader to put a copy on the web for public retrieval.

2. Fall 2003 Classroom Utilization Information

Brenda Selman distributed a handout to the Committee on the utilization of the general pooled classrooms, especially the auditoria on campus. The ACS requested this utilization data so that before a prioritization of classroom renovations are made, the Committee would not only inspect the classrooms but also look at how many courses would be impacted by such a change.

Recommendation: Bill Wiebold indicated he would create a summary sheet from the data provided by Brenda Selman for discussion at the next ACS meeting in February 2004. Also, the ACS committee asked Scott Shader to inform CRC of its desire to look at a guideline/policy during the '04 winter semester regarding classroom utilization and standards for MU, including the impact of technology on the campus teaching facilities.

3. FY05 General Pooled Classroom Renovation Priorities

Scott Shader distributed a handout which indicated a combined list of FY04 classroom renovation projects that did not receive funding, plus an addenda list of rooms provided by the Under-Graduate Dean's Council.

Recommendation: The ACS voted to leave the un-funded FY04 classrooms as the priority for FY05. This included 108 Geology, rooms 205, 206, 209, 210 and 306 in Middlebush Hall and rooms 201 and 309 in Hill Hall. The ACS also asked if Scott Shader could coordinate a tour of the other newly nominated general pooled classrooms over the semester break.
4. Continued Draft Incubation Space Policy Discussion

Scott Shader handed out a set of guidelines used by CAFNR to make decisions on incubation requests within that College. Scott Shader also handed out an outline provided to him by Rob Hall, Tom Sharpe, and Mike Nolan regarding key incubation discussion items.

Recommendation: Due to the lack of agenda time and some key members being absent, it was agreed to postpone this discussion to a future ACS meeting. Scott Shader said he would try and assemble a master outline/summary of the major incubation space issues for the next ACS meeting in February 2004.

5. FY05 Winter Semester ACS Meeting Date and Times

Scott Shader recommended that the ACS meet from 1:00 p.m. to 3:00 p.m. the first Monday of every month starting in February of 2004. Also, it was discussed that due to the holidays the ACS would not formally meet in December or January, but on an ad-hoc basis if necessary.

Recommendation: The Committee agreed with these dates and times and asked Scott Shader to schedule these meetings accordingly.

6. Advisory Committee on Space Concern

Dean Andrews raised a concern about Dean’s, campus administrators, etc., going around the ACS to CRC and getting things approved without the ACS’s involvement.

Dean Andrews felt that the permanent assignment of the Student Health Center building to the School of Social Work was a prime example. Dean Andrews felt that one of his department’s, Education Counseling and Psychology, should have been given preferential treatment on the Student Health Center building based on a recommendation by ACS giving Education Counseling and Psychology priority on available space on campus in February of 2003. Dean Andrews felt that even though a motion was made in February of 2003, the campus agreed that the Education and Counseling Psychology Department’s space needs were identified as a priority since August of 2001 when the space in Noyes Hall, which was vacated by Career Planning and Placement, was requested by Education Counseling and Psychology.

Scott Shader responded by stating that CRC normally does not take action on items that are space related without a recommendation from the ACS. The issue with the Student Health Center building centered around a memo that was sent out by the Provost asking for proposals from the campus for long-term uses of the Student Health Center building in the Fall of 2001. The only proposal received at that time was from the School of Social Work and since Social Work was the only department to put a formal proposal forward, action was taken by CRC to assign the Student Health Center building to Social Work. The Social Work proposal and request for use of the Student Health Center building was completed in 2002 when Dr. Gary Smith was chair of the ACS. This was presented before the Education Counseling and Psychology Department’s space needs were deemed a priority in February 2003.

Scott Shader mentioned that he would visit with Provost Deaton about this issue and about Dean Andrews’ conviction of the unmet space needs of Education Counseling and Psychology.

The meeting adjourned at 3:00 p.m.

CC: Provost Brady Deaton