

Date: September 21, 2004

To: Advisory Committee on Space Members

From: Joey Riley
Assistant Director

Re: September 15, 2004 ACS Meeting Minutes

Attendees: Mike Devaney, David Dunkin, Michael Kyd, Scott Shader (Chair), James Thompson and William Wiebold

Absent: Brenda Selman and Bob Unrath

An Advisory Committee on Space meeting was held on Wednesday, September 15, 2004 at 1:30 p.m. in room 75 McReynolds Hall and the following was discussed.

1. Acceptance of the August 17, 2004 Meeting Minutes

Scott Shader asked the Committee if there were any revisions to be made to the August 17, 2004 ACS meeting minutes. The Committee indicated that there were no changes to the August meeting minutes.

Recommendation: The Committee approved the August 17, 2004 meeting minutes and Scott Shader stated that he would post the minutes on the SPAM website.

2. FY05 Revised General Pooled Classroom Renovation Listing

Scott Shader distributed a handout listing the FY05 Classroom Renovation priorities. Scott Shader stated that Middlebush Auditorium – Phase II was approved by CRC and is stated to begin during the summer of 2005. The Committee reviewed and discussed the classroom on the list for renovations.

Recommendation: The Committee is planning to prioritize the Classroom Renovation list for presentation to CRC when Campus Facilities finishes its cost estimates.

3. Classroom Design Guidelines

This item was tabled until the next ACS meeting due to the absence of Bob Unrath. The ACS asked Joey Riley to contact Bob Unrath and obtain a copy of the guidelines prior to the next ACS meeting in October 2004.

4. Service Operation Policy (Item 5), Academic vs. Research Space Priorities in Core of Campus

Scott Shader began the discussion of item #4 stating that the Committee needed to review the space impact that service operations had on the campus. Scott stated that the space used by the Service Ops could be better utilized by departments adjacent to these services. Scott also stated that space freed up by the Service Ops could greatly affect item #5. The Committee agreed that a campus policy was needed to address both items 4 and 5.

Recommendation: The Committee agreed that further discussion was needed. The ACS asked Joey Riley to gather the data on the space used by Service Ops on campus for the next ACS meeting.

The meeting adjourned at 3:00 p.m.

Cc: Lori Franz