Date: August 30, 2006

To: Advisory Committee on Space Members

From: Scott Shader
Director

Re: July 3, 2006 ACS Meeting Minutes

Attendees: Mike Devaney, Bill Lambersen, Mike Prewitt, Victor Price, Scott Shader, Bob Unrath and Bill Wiebold

Absent: David Dunkin, Michael Kye, Joey Riley, and Jim Thompson

Guest: Bill Lambersen

An Advisory Committee for Space meeting was held on July 3, 2006 at 1:30 p.m. in room 75 of McReynolds Hall and the following was discussed.

1. Approval of the April 19, 2006 Meeting Minutes

Scott Shader indicated that the April 19, 2006 meeting minutes were distributed to the Committee and that no changes were noted.

Recommendation: The ACS voted to approve the April 2006 meeting minutes and asked Scott Shader to load them on the web.

2. Office of Research Space Request in McReynolds Hall

The Office of Research has requested the temporary assignment of Rooms 460 and 462 in McReynolds Hall for use by the new CAPS Program staff. The CAPS staff will process all of the human resources paperwork for the Office of Research.

Recommendation: The Advisory Committee voted to support this space request for a three year time frame in McReynolds Hall given no permanent assignments are made within this building. The ACS asked Scott Shader to take this space request to CRC for discussion and their approval.

3. List of Proposed FY07 Classroom Renovations

Scott Shader distributed a spreadsheet and handouts showing the requests for FY07 Classroom Renovation Funds. The Provost has already approved three projects for FY07, $41,617.50 matching funds for Cornell Hall's Bush Stadium, Arts and Sciences Building ceiling and light replacements $131,260 and renovation of Room 306 in Middlebash Hall $33,813. This leaves a remaining classroom renovation balance of $193,309.50. It was also noted that the classroom technology funds have been depleted and now all technology funding must also be paid for from the classroom renovation funds.

Recommendation: Since the account must now fund technology requests the Committee asked Mike Prewitt to work with Dave Dunkin to come up with a list of technology projects to compare to the FY07 classroom renovations projects.
4. **Discussion on Classroom Capacity and Utilization**

Victor Price gave the committee a number of handouts on the utilization of the general pooled classrooms on campus. The questions being addressed are do we have enough classroom space for our current curriculum, how to continue to accommodate classroom growth and should the campus begin to use departmentally controlled classrooms to address course/section growth.

**Recommendation:** The committee agreed that more data was needed including the utilization activity of the departmentally controlled classrooms. Victor Price agreed to gather more data and bring it to the next ACS meeting.

Meeting adjourned at 3:00 p.m.

Cc: Ken Dean