

To: Advisory Committee on Space Members

From: Heiddi Davis
Director

Re: December 12, 2007 ACS Meeting Minutes

Attendees: Heiddi Davis, Michael Devaney, David Dunkin, Bill Lamberson, Kevin Meinhart, Victor Price and Jim Spain

Absent: Diane Delbert, Joey Riley and Ted Tarkow (invited but could not attend)

An Advisory Committee on Space meeting was held on Wednesday, December 12, 2007 at 2:00 p.m. in room 183 General Services Building and the following was discussed.

1. Review room 211, 212, 309 and 310 Middlebush Hall

Heiddi presented a PowerPoint presentation in which the slide projector in room 212 was discussed. It was decided the projector is not necessary and that there is no budget to maintain carpet, therefore is not desired for replacement but it could be reviewed at a later date.

Windows – look at film or black-out blinds for better projection.

South orientation ok

The platforms were also discussed. The Committee stated that tiers make it easier to keep eye contact and prevents grouping. Most used for stat., sociology, and econ.

Recommendation: The Committee recommended that rooms 211, 212, 309 and 310 be evaluated to see if there is enough money for new ceilings and rooms 304 and 305 have an estimation completed for computer rooms.

2. Computer Labs in Middlebush Hall

Heiddi presented a PowerPoint presentation showing photos depicting the condition of classrooms and computer labs. The Committee stated that the computer labs were not on the top priority to repaired.

Recommendation: The Committee selected to renovate rooms 211, 212, 309 and 310 in Middlebush Hall. It was agreed to complete renovating all centrally scheduled classrooms as needed in a building then move onto the next selected area for improvement as funds allow. Also it was suggested by the Committee to conduct a utilization study on the remaining classrooms and select rooms with the heaviest use for renovation to prioritize next on the list.

The meeting adjourned at 3:00 p.m.

Cc: Ken Dean