

To: Advisory Committee on Space Members

From: Joey Riley
Assistant Director

Re: November 14, 2007 ACS Meeting Minutes

Attendees: Heiddi Davis, Michael Devaney, David Dunkin, Bill Lamberson, Victor Price, Joey Riley, Jim Spain and Bob Unrath

Absent: Dianne Delbert

Guest: Kevin Meinhardt

An Advisory Committee on Space meeting was held on Wednesday, November 14, 2007 at 2:00 p.m. in room 183 General Services Building and the following was discussed.

1. Acceptance of meeting minutes from October 4, 2007 ACS Meeting

Heiddi asked if there were any changes to be made to the October 4, 2007 ACS meeting minutes.

Recommendation: The Committee voted to approve the minutes as submitted.

2. Classroom Renovation Review and Recommendation

Heiddi presented a PowerPoint presentation of the classrooms from the 2006 list of which were not funded. The Committee reviewed each classroom and discussed the list of renovations needed to bring these classrooms up to their fullest potential of utilization. It was suggested to check the utilization of each room on the list to help in the selection of the classrooms also it was discussed the completing of a building as a whole.

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.

3. Faculty Study in Ellis Library – tabled from April (this item will only be reviewed if time allows after the classroom discussion).

Recommendation: This item was tabled due to the time restraints. Heiddi will bring this back for discussion at a future meeting.

4. Informational Item: Bob Unrath stepping down

Heiddi announced to the Committee that Bob Unrath will be stepping down as an Ex-Officio member of ACS due to his need to travel working on the MOHELA Projects across the state. Heiddi introduced Kevin Meinhardt as his replacement.

5. Informational Item: Swing Space Policy

Heiddi was asked by the Committee to outline a swing space policy for the campus. Heiddi stated that she would draft a policy for review and discussion at a future meeting.

The meeting adjourned at 3:00 p.m.

Cc: Ken Dean