

Notes from the Space Allocation Committee

September 14, 2005

Agenda:

1. Psychology Department proposal for modification of Stevenson 3095
(Christopher Dinno and Laurel McCabe, t.c. 4:05 p.m.)
2. Darwin Update (Christopher Dinno)
3. Report on Classroom Scheduling (Vanessa Franklin)
4. 04/05 Report to Provost
5. Report on Call for New Member to Replace Steve Norwick

Members Present: Katie Pierce, Christopher Dinno, Elaine Leeder, Bill Babula, Les Adler, Brian Jersky, Vanessa Franklin, Mary Gendernalik-Cooper,

Members Absent: Tim Wandling, Jim Robertson, Saeid Rahimi, Barbara Butler, Katharyn Crabbe

Guests: Laurel McCabe

Katie began the meeting by announcing that neither Steve Norwick nor Tim Wandling will serve on the committee. The Senate has been notified and will appoint new members soon.

Dean Leeder commented that Melinda Milligan from Sociology has volunteered to be a member of the committee.

Modification of Stevenson 3095

Christopher brought a photo of Stevenson 3030 to show as an example of the type of modification that is proposed for Stevenson 3095. By replacing the large table with smaller tables and chairs, the room capacity could be expanded to 18, thus allowing for more use of the room. The total cost for furnishings is \$6,000 which will be paid for equally by the Psychology Department and the School of Social Sciences. Vanessa commented that the room should see more use now.

The committee then talked about classrooms which needed attention, such as new carpeting/flooring and new furnishings. Les asked if Administration and Finance should be informed of those classrooms that need attention. Katie suggested that perhaps off-campus use of academic space could provide some funding to cover costs associated with wear and tear of the space. She asked Christopher to see what could be done. When Christopher and Vanessa did a walk-through to ensure sufficient number of chairs in classrooms, they identified some unacceptable conditions. Vanessa will produce a list of the areas needing attention. IVES and the Art building in particular need revamping.

Brian shared that the Science and Technology labs are used by off-campus groups who pay to use them. The money goes to Cerent Labs. Katie will speak to Saeid about the arrangements. Christopher suggested the committee identify rooms which are substandard, prioritize the list, focus on taking care of 5 or 6 rooms, and then send a letter to A&F requesting funds. Brian added that increased use of the Library may need to be added to the list.

Darwin Update

Christopher reported that the Darwin remodel is on-time and on-budget.

Classroom Scheduling

Vanessa reported that we are offering more 7:15 am classes and Saturday classes. Brian commented that the Saturday biology classes are less enrolled than the other ones, but when students are told that these required classes are offered only on Saturdays, then they enroll in them.

Scheduling for next semester: We've acquired Warren Auditorium and the first round of schedules are due on the 30th.

04/05 Report to Provost

The committee spent a few moments reading the draft report Katie prepared. Elaine suggested putting the part about the Nursing Labs in its own paragraph so it wouldn't get lost in the document. She also thought the report should include a suggestion for Cabinet to take a tour.

Katie will re-write the report to highlight Nursing's critical need.

Elaine asked if the Inventory data was accessible to the Provost. If we wanted to make a study of faculty office spaces, an annual update would be needed to keep the data current. Someone suggested that each School's space representative could provide updates. Katie commented that the existing document was difficult to work with. Brian suggested maybe just focusing on the faculty office spaces on an annual basis, and on classrooms every five years.

Katie shared that she heard that CMS is vacating the wing in Schulz and that space may open up there that the committee could work with.

Meeting adjourned at 4:40 p.m.

Notes respectfully submitted by Sue Hardisty.