

**Eastern Michigan University  
Division of Academic Affairs**

**Educational Environment and Facilities Committee**

August 4, 2010  
Special Meeting

1. Approval of June 21, 2010 minutes
2. John Donegan Welcome – EEFC / Physical Plant interactions
3. Communication: EMU OT Students
4. EEFC Swing Space Update #2
5. Report: swing space adjustments for courses regarding special equipment needs (Dave Crary)
6. Computer Refresh
  - a. Request from Arts & Sciences to add Sherzer lab
  - b. Allocation of remaining funding
  - c. Updated spreadsheet
  - d. Allocation of computers versus \$
7. Academic Year Meeting Schedule
8. Example FAQ for Website
9. Time permitting – a quick tour of the new classrooms in McKenny

**Attachments:**

- OT Student letter
- Swing Space Update #2
- new computer refresh spreadsheet
- Website FAQ page