

Meeting Minutes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	December 17, 2015
Time	3:30 – 4:45 p.m.
Location	100 Porter
Attending	Steve Pernecky, Jim Carroll, Susann de Vries, Chris Karshin, Mary Brake, Shawn Quilter, Patrick Koehn, Jim Egge, , Carl Powell, Stacie McMullen, Bill Welsh, Fraya Wagner-Marsh, Bob Densic, Tierney Orfgen, Kathy Stacey
Absent	Denise Tanguay, Jackie Wrosch, Scott Storrar, Laverne Higgins, Sandy Norton, John Dugger, Pamela Lemerand

Meeting convened by Jim Carroll at 3:30 pm

I. Agenda approved

- Moved, seconded, and approved unanimously

II. November 19, 2015 meeting minutes approved

- Moved, seconded, and approved unanimously

III. Facilities Projects

a. Ongoing Campus Projects—Bob Densic

- Today's black smoke at Heating Plant was caused by testing fuel oil systems in preparation to temporarily run fuel oil while gas line is shut down. Main gas line has a leak and is currently patched. Plan to repair over the break and will need to shut down gas line. It is EMU's line, not DTE's, located between Oakwood and the Heating Plant. There is no expected impact on Halle.
- Winter Break work to include the Convocation Center, Sherzer, Digital Lab, Science Building--electrical outlet replacements in the floors; DC3 with furniture; Putnam, Sellers, Walton, Munson, Best and Buell—evacuation map signage;
- Wise Hall shutdown for renovation project, which is underway

b. Capital Funding

- Finalizing capital request for Board of Regent approval for February meeting
- \$35 million worth of requests; early estimate from CFO is \$15 million capital
- Current capital is not just pure bricks and mortar, for instance it includes IT items. Recommending to pull out equipment from Capital Plan to streamline plan back to "bricks and mortar".
- FF&E—online project request form live on January 4th

c. IT Projects

- Decision made between Carl and CFO—no capital projects in FY16.
- With February capital allocation, looking to restart network next year: update remaining buildings with VoIP phones because it significantly decreases telephone costs, wireless in Brown Munson and Welch Hall, then four more buildings the following year to complete project
- Honors College—VoIP and wireless ready for January

IV. Computer Refresh

- COB: Combining two years of funding and COB funds, replaced 35 computers on carts; two more years to acquire funds to replace computers in labs. Computers will be 10 years old by then.
- CAS: Moving forward replacing older computers in some of the labs. Currently 2008 computer lab carts in Biology, 24 unit and 10 unit Mac cart
- COT: Growing programs, such as Simulation, Animation, Gaming and Information Assurance, a produces more use of computer labs. Dual monitors are being installed in one computer lab along with special video cards and power supplies needed to run high level software needed for simulation and gaming
- CHHS: no updates since last meeting
- COE: Proceeding with plans to shut down with one computer classrooms, reducing number of workstations in computer lab. Now have a good inventory and a manageable number. Making conversions during winter time
- Halle: Used funds to refresh G11. Had to replace a few computers in G07B. Hoping to refresh G07B with funds from next refresh.

V. Classroom Technology

a. Prepare for FY16/17 and Summer 2016

- Two years left with initial roll out of classroom technology
- Summer 16 > Fall 16/Winter 17 > Summer 17
- Summer 16: Disruptive work—wiring, wall mounts, etc.
- Acquiring touch panels
- Extron System replacing (consultant recommended) Aurora Systems
- Carts—Three month lead time, if drilled correctly
- Aric Kirkland to advise how to go about replacing Aurora units. Currently running Aurora patches on a weekly basis

b. Discussion

- Carl provided a handout of 94 classrooms slated for classroom technology upgrades in 2016/2017 and 2017/2018
 - FDC removed from list
- Requests a building contact person to be named before next EEFC meeting for each building listed. Contact person will sit with Aric to help design IT layout for classrooms.

VI. Other agenda items

- Bill Welsh concerns for 226 & 237 Strong Hall—these rooms were not refreshed. Walk through occurred, but nothing was refreshed. Projected images are not readable for students.
 - Nothing gets wall-mounted in Strong
 - Newer projectors have not helped. Smart Board offered by Jim (IT does not support Smart Board)
- Jim Egge shared that new tables be movable
- Fraya Wagner-Marsh announced a room change for the 1/21/16 EEFC meeting to 325 Owen

VII. Adjourn

- Meeting adjourned at 4:13 pm

Fall Term Meeting Schedule/Locations:

~~Thursday, October 22 – 3:30 pm to 4:45 pm – 141 Sill Hall~~
~~Thursday, November 19 – 3:30 pm to 4:45 pm – 113 Marshall~~
Thursday, December 17 - 3:30 pm to 4:45 pm – 100 Porter (**current**)

Winter Term Meeting Schedule/Times:

Thursday, January 21 – 3:30 pm to 4:45 pm – 325 Owen
Thursday, February 18 – 3:30 pm to 4:45 pm – 202 Pray-Harrold
Thursday, March 17 – 3:30 pm to 4:45 pm – 300 Halle
Thursday, April 21 – 3:30 pm to 4:45 pm – 205 Welch