

Meeting Minutes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	February 18, 2016
Time	3:30 – 4:45 p.m.
Location	202 Pray-Harrold
Attending	Steve Pernecky, Jackie Wrosch, Jim Carroll, Susann de Vries, Chris Karshin, Mary Brake, Beth Kubitskey, Patrick Koehn, Jim Egge, Carl Powell, Bill Welsh, Bob Densic, Sanjib Chowdhury, Stacie McMullen
Absent	Pamela Lemerand, Tierney Orfgen, Denise Tanguay, Scott Storrar, Fraya Wagner-Marsh, Kathy Stacey, John Dugger

Meeting convened by Jim Carroll at 3:35 pm

I. Agenda approved

- Moved, seconded, and approved unanimously

II. January 21, 2016 meeting minutes approved

- Moved, seconded, discussion to amend minutes
 - Jim Egge is the faculty contact for classroom technology in McKenny
 - Computer Refresh: CAS has a need for computers with more power
 - Computer Refresh: COE is downsizing from three labs to two, not CAS
- Amended minutes approved unanimously

III. Facilities Projects

a. Ongoing Campus Projects

- Wise Hall—window out with new ones going in soon
- FF&E—use paper forms and send to Jim Carroll
 - Amounts for requests determined every Friday
 - Requestor must provide funding source. If the source depends on the total amount, then provide a source for a range of costs

b. Capital Funding

- COT programming conversation—Sill Hall #2 request for State Capital funding
- Strong Hall currently #4 in state budget
- Jim Carroll provided a FT16-17 Capital Expenditure Budget handout
 - Wise Hall phases 1, 2, and 3 will be completed with funds listed there
 - Parking—Green Lot 2—develop a master plan for entire area for pedestrians and vehicles
 - Energy Conservation—part 1 of 2—Trane Group—Summer work, Fall work will not disrupt classes; Daylight sensors, \$6 million project paid for by energy savings over recent years
 - Heating plant—turbine generator torn out and new one in--\$19 million—paid back within four-to-five years

c. IT Projects

- Carl provided a handout, “FY17 Planned Upgrades”
 - Five VoIP installs—Rynewson, U House, Briggs, Pease, Psych Clinic
 - Landlines kept on campus for elevators, security, etc.
 - Wireless installs—Welch in June, Brown/Munson in September

IV. Computer Refresh

- COB:
- CHHS:
- CAS: Five iMacs; Biology lab carts in work
- COT:
- COE: Regarding students bringing their own devices: confirmed that no one is to plug into Ethernet; students should use wireless. Carl advised everyone take their cellphones off of wireless to increase wireless access to student laptops
- Halle:

V. Classroom Technology

- a. Prepare for FY16/17 and Summer 2016
 - Walk throughs beginning to build RFPs
 - Summer—wiring, two network jacks per location, TV mounts
 - Fall—order equipment—touch panels, carts
 - Summer 2017—big equipment install
- b. Discussion
 - None.

VI. Other agenda items

- None.

VII. Adjourn

- Meeting adjourned at 3:55 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~~

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 (**current**)

Thursday, March 17 – 3:30 pm to 4:45 pm – 300 Halle

Thursday, April 21 – 3:30 pm to 4:45 pm – 205 Welch