

Meeting Notes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	February 19, 2015
Time	2 pm to 3:15 pm
Location	101 Roosevelt
Attending	Colin Blakely, Rita Bullard, Jim Carroll, Bob Densic, Chris Karshin, Beth Kubitskey, Marianne Laporte, Pamela Lemerand, Eric Owen, Carl Powell, Scott Storrar, Fraya Wagner-Marsh
Absent	John Dugger, Don Keller, Tara Fulton, Patrick Koehn, Sandy Norton, Denise Tanguay

Meeting convened by Jim Carroll at 2:08 pm

I. Agenda approved

- Moved by Eric Owen, seconded Beth Kubitskey, approved unanimously

II. Review and approval of January 15, 2015 meeting minutes

- Moved by Eric Owen, seconded by Pamela Lemerand, approved: 7 yes, 0 no, 1 abstention

III. Facilities Projects

a. Ongoing Campus Projects

- Cadaver Lab at St Joe's is completed, will begin using in May 2015
- Rackham Phase II CHHS Project started, abatement currently in lower level, will build out all of area, funding in FY15 and FY16 (not approved yet). Some finishing issues in the Upper level will be done as well.
- DC One restrooms done
- Alumni Relations moved to 234 McKenny
- Transfer Center & Service EMU done, move-in ready. Jim to notify Kevin Kucera.
- Relocating EMU Foundation to McKenny's third and fourth floor. Just finished mold/mildew abatement. Foundation should be moved in June 2015.
 - Plan to sell current Foundation building and 3 attached land parcels
- DPS Phase I expansion completed
- Completed lighting expansion; Huron River Drive, Oakwood, Coatings Institute building, pathway from softball field to Fletcher. LED lights, very energy efficient
- Evacuation signage for all buildings – standardizing text and look, getting bids, installation to begin in April. Signage in all buildings is poor. Nice if in future we complete the signage or play 'catch-up' when updating buildings. Physical Plant working on standard way finding language in all buildings.

b. 3-Year Capital Plan

- Some discussion of using asset preservation funds to do repairs/updates on Strong. Windows and roof are possibilities

c. Capital Funding

- CFO "on a Capital diet this year", capital diet to avoid a "general or auxiliary fund" diet
- Identified \$14.97M in capital needs identified for FY16, capital budget goal is \$7M
- Capital budget will be presented at March 17 Board meeting. Meetings to finalize capital budget next week
- Enrollment about the same as this year, 2.8% tuition increase limit
- Provost's Office advocates adding \$2M to capital budget each year
- Capital budget past practice was to have all funds available July 1. No stipulation that it has to follow the fiscal year. New CFO is more open to flexibility and cash flow.

d. IT Projects

- Carl Powell distributed handout, "Technology Update-February 2015 EEFC"
- Wireless
 - Enhanced Wireless operational in King
 - Scheduled for FY16: Brown/Munson and the Village Apartments (SU15), Sculpture Studio, Starkweather, and Welch
- VoIP, most buildings up and running with the following FY17 installations scheduled: Briggs, King, Pease, Psychology Clinic, Ryneason and Sculpture & Ceramic Studios
- Additional IT Projects
 - W: drive conversion to MS Active Directory. Most users will see W drive disappear, then Z drive appear. Will tie authentication to user's Net ID. Legal and HR are already migrated.
 - Halle Mobility Lounge
 - Will centrally manage the administration of Windows based computer updates. Academic & Student Affairs will be last are to be addressed.

e. Classroom Technology

- FY16 Porter and Strong
 - Planning and RFP underway
 - Documents at Purchasing; contracts can't be awarded until funding is approved
 - Have electrical capacity to update Strong
- FY15 Status
 - Alexander and Roosevelt completed
- Current Buildings Upgrade Schedule
 - Operational: Mark-Jefferson (Science Complex), Marshall, Owen, Pray-Harrold, Rackham, Roosevelt, Alexander
 - Summer 2015: Porter, Strong (10 rooms)
 - Summer 2016: Ford, McKenny, Sherzer, Sill
 - Summer 2017: Boone, Bowen, Briggs, Halle, Olds-Robb, Psychology Clinic, Quirk, Sculpture/Ceramics, Warner

IV. Computer Refresh

- Ongoing Campus Projects
 - CHHS – collecting data on usage, determine actual need. Will decrease size/capacity and purchase machines as funding allows
 - COE – also collecting usage data, thinking of reusing the Bonisteel space
 - CAS – still determine lab & studio fees amounts, Will create 2 tier plan: will update some machines 3-4 years, others with gently used machines from those updates
 - COB – refresh each lab oldest to newest as funds accumulate
 - COT – no report
- Cascade machines available for bridging a gap in funding, staffing (Grad Assts). Restrictions on Cascade machines for use in classrooms. Computers run projectors in Ford/Sherzer 10-12 years old, can cascade machines be used for these? No, to minimize the expansion of number of computers on campus.
- Advocating for classroom furnishings refresh
- How do you create an environment that acknowledges technology is an integral part of teaching?
- Too many computers on campus deliberate choices not to build computer labs
- Keep a watchful eye on the usage because we've passed the day of the desktop computer

V. Classroom Scheduling

- Patrick will meet with the Provost; importance of how we schedule the hybrid / one-day-a-week classes

VI. Other agenda items

VII. Adjourn

- Meeting adjourned at 2:57 pm

Winter Term Meeting Schedule/Locations:

~~Thursday, January 15 – 3:30 pm to 4:45 pm – 205 Welch~~

~~Thursday, February 19 – 2 pm to 3:15 pm – 101 Roosevelt~~ (current)

Thursday, March 19 – 2 pm to 3:15 pm – 101A Owen

Thursday, April 16 – 2 pm to 3:15 pm – 210 Alexander