

## Meeting Notes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	February 20, 2014
Time	11 am to 12:15 pm
Location	162 McKenny
Attending	Colin Blakely, Rita Bullard, Jim Carroll, Bob Densic, Deb de Laski-Smith, Tara Fulton, Sandra Hines, Chris Karshin, Don Keller, Patrick Koehn, Marianne Laporte, Sandy Norton, Eric Owen, Carl Powell, Shawn Quilter, Mary Vielhaber, Fraya Wagner-Marsh
Absent	Brigid Beaubien, John Donegan

### Meeting convened by Jim Carroll at 11:05 am

#### I. Agenda approved

- Moved by Pat Koehn, seconded Fraya Wagner-Marsh, approved unanimously

#### II. Review and approval of January 14, 2014 meeting minutes

- Moved by Tara Fulton, seconded by Shawn Quilter, approved unanimously

#### III. Facilities Projects

##### a. Ongoing Campus Projects

- Rackham looks to be completed by March. Upper level only, lower level will be addressed when additional funding is available
- Intermittent West Circle Drive closures on 2/28/14 for transformer delivery. Rackham & one-room school house will be shutdown for connection of new transformer
- Working on various steam tunnel maintenance projects around campus

##### b. Capital Funding – Capital Projects Scoring Summary

- Distributed Capital Project Prioritization (Excluding Classroom Technology) – first draft
- Briefly discussed proposed projects and the committee's responsibility to provide prioritization of the Academic projects
- 3-plus year Capital Plan projections
- Capital renewals aligned with asset preservation most needed
- What is on the Asset Preservation list? Bob Densic will send to Robertta Goffeney for upload to course shell
- Capital plan includes non-academic items. Should have 2% of asset value set aside for asset preservation
- Electrical loop issues, original to 1938. Needs updating. \$6.75 M upgrade over 3 years. Electrical grid is a three-year process, if approved, will start immediately.
- Asset preservation underfunded. Should Committee develop motion to address asset preservation funding? Could propose moving \$3M per year over 5 years to asset preservation. Will need to start discussions of re-prioritizing.
- Use Pease 100<sup>th</sup> anniversary as fundraiser for Alexander? Interior environment needed for programs is destroying Alexander.
- Should Physical Plant get regular inventory lists of "little things" needing updating? Bob Densic suggested committee use the inventory sheets that are available on course shell. Most haven't been updated recently.
- King's occupants: WEMU, ESL, ECA, IGRE, Art Studios, DECA, CMTA & SAC part-time lecturers, Dyer Institute, Student Media. World Languages will eventually move to King. With every buildings renovation, lose space because of new building requirements.
- Planned King electrical shutdown moved to May 2-16, 2014, or thereabouts.

##### c. IT Projects

- Carl Powell distributed handout outlining Wireless, VoIP and Google Apps status
- Wireless

- Rackham, Psychology Clinic, Bowen, Hoyt Conference Center, DPS, Marketplace (DC3)
- Towers and Sculpture Studio will be updated in this summer FY15. Working to make King wireless in FY15, but its current wiring is challenging. Will coordinate with Physical Plant.
- Remaining buildings will be updated in FY16.
- VoIP
  - VoIP installation
    - Hover will move to VoIP in FY14
    - Remaining VoIP will be FY17
- Google Apps and Other Services for Students
  - Student labs; 3 labs, 1 is 24/7 (Student Center), and kiosks; print and cell-phone charging kiosks located throughout campus
  - All student email accounts will be Google accounts by June. Students will keep @emich.edu address. Moving students to Google will provide a significant savings.
  - EMU Mobile is up and running

#### **IV. Computer Refresh Policy**

- Eric Owen waiting for data from CAS. Marianna Laporte says the proposed scheme doesn't work based on one question (is lab restricted to certain program) on survey. She proposed allocating to colleges proportionally based on labs, and take refresh completely from committee.
- As labs fall off the refresh list, CAS would add Lab & Studio fees on some classes to support those labs. This doesn't seem fair to CAS. Why not allocate based on list as it now stands – give funds to college, then college determines what gets refreshed.
- Would consistency of the computers purchased be maintained? Carl Powel, if not IT funds, IT can recommend but not mandate. When a college purchases machines that IT doesn't support, the college is responsible for supporting that machine. Remember that all college techs are IT employees.
- If we do allocations of funds to colleges, most colleges will not get enough allocations to refresh labs.
- Carry forward policy of funds for colleges without sufficient annual funds? Come up with four-year cycle? Have all the other colleges do refresh, but CAS be on its own? Allocate to EPEO?
- Must have decision by April in order to have refresh funds this year.
- Eric Owen will run allocation figures; send to Robertta Goffeney for uploading to course shell before next meeting.
- What are the criteria for new labs? Still trying to determine criteria.
- University has too many labs? Spending too much on computer labs. We may want to reexamine all labs on campus.

#### **V. Classroom Technology**

- a. FY16 building recommendations
  - Will discuss at March 2014 meeting
- b. Prepare for FY14/15 and Summer 2014
  - 2014 Buildings: Alexander, Roosevelt, McKenny (if funds available) and Rackham (part of building upgrade)
  - 2015 Porter, up to 10 rooms in Strong

#### **VI. Other agenda items**

#### **VII. Adjourn**

- Meeting adjourned at 12:15 pm

Fall Term Meeting Schedule/Locations:

~~Tuesday, January 14 – 11:00 am to 12:15 pm – 205 Welch~~

~~Thursday, February 20 – 11:00 am to 12:15 pm – 162 McKenny~~

Tuesday, March 18 - 11:00 am to 12:15 pm – 117 Warner

Tuesday, April 15 - 11:00 am to 12:15 pm – 210 Ford