

**Eastern Michigan University
Academic Affairs**

**Educational Environment & Facilities Committee
January 11, 2010**

Agenda:

1. Approval of minutes from December 7, 2009
2. EEFC website development (attachment)
3. Update on swing space issues
 - a. Issues raised by CAS departments regarding offices
 - b. Timeline for next steps
4. Computer Refresh: Laptops
 - a. Math & COT (attachment)
 - b. \$25K remaining
5. EEFC function: proactive efforts?
6. Other items?

Attachments:

Draft EEFC web site materials

COT email related to need for laptops