

## Meeting Notes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	January 15, 2015
Time	3:30 pm to 4:45 pm
Location	205 Welch
Attending	Colin Blakely, Jim Carroll, Bob Densic, John Dugger, Chris Karshin, Don Keller, Patrick Koehn, Beth Kubitskey, Marianne Laporte, Eric Owen, Carl Powell, Scott Storrar, Denise Tanguay
Absent	Rita Bullard, Tara Fulton, Pamela Lemerand, Sandy Norton, Fraya Wagner-Marsh

### Meeting convened by Patrick Koehn at 3:35 pm

#### I. Agenda approved

- Moved by Eric Owen, seconded Don Keller, approved unanimously

#### II. Review and approval of December 11, 2014 meeting minutes

- Moved by Don Keller, seconded by Eric Owen, approved: 7 yes, 0 no, 3 abstentions

#### III. Facilities Projects

##### a. Ongoing Campus Projects

- Alexander accreditation acoustics project wrapping up, and its steps replacement project is completed
- In McKenny, Alumni Relations had a broken pipe, water cleaned up and repairs made
- Looking to bring the Foundation and Alumni Affairs to McKenny
- Transfer Center & Service EMU, work completed, minor punch list items, additional furniture on order (about 2 weeks for delivery)
- DC One's new restrooms are completed
- DPS expansion, added Investigations Bureau
- Cadaver Lab at St Joe's is completed, some minor punch list items; ordering furniture & fixtures. Will begin using in May 2015
- Rackham Hall Phase IIA & IIB, construction to start February. Orthotics & Prosthetics, Exercise Science ready FA15, and Nutrition Services ready WI16
- Warner backfill plan? Dance program included in that plan? If had decent office space in Warner, faculty would be amenable to moving. PT Lecturers need space also
- Sculpture Studio is in design development phase, will be a partial demolition and renovation, address safety concerns and add square footage. Start work in Spring 15 for Fall 15 occupancy. Briggs is becoming the new Sculpture Studio
- Updating evacuation signage in all buildings
- Wise Hall renovations, currently performing studies
- Working with CHHS on Fletcher ACC improvements
- Space heater form completed, received 9 requests. Is there an appeals process? Not sure if there one. Physical Plant representative will contact Colin Blakely directly.
- Heating plant generator shipped to Cleveland for repairs, ready February 23. Is this tied to the electrical outages? Not able to determine, have USI investigating

##### b. 3-Year Capital Plan Presentation

- Bob Densic presented the Physical Plants Asset Preservation List, which covers five years
- Explained the purpose of the list, and explained the prioritization process
- Presentation materials will be available on the course shell
- 3-Year Capital Plan

- Marry up the asset preservation with the programmatic needs, but funding is not available to always do this
- Ideally 2% of your total assets should go back into the buildings each year for asset preservation and improvements. Currently EMU has \$1 billion in assets, and annual asset preservation should be \$20 million
- President, Provost, CFO and Physical Plant all involved in compiling the Capital Plan
- Housing, Dining, Student Services, Academic Programming, Parking, Safety, Athletics, etc., submit items. ADA sidewalk & landscaping repairs set at \$450K
- Limitations to building improvements because of Loop 1 electrical limitations (13.2 conversion \$4-6M cost)
  - Serves Welch, McKenny, Ford, Boone, Jones-Goddard, King, Marshall, Roosevelt, Pease, Pierce, Starkweather, Strong, Sherzer, Hover
  - Rackham project is last project able to convert on this loop
  - When it fails, would be down 5 days (minimum), then generators, with limited service
  - King renovation multi-year, multi-phase renovation. Before you do it, have to do loop 1
  - Previous conversions were paid from the Mark Jefferson and Pray-Harrold projects. Is the Loop 1 conversion part of the Strong proposal? No, it wasn't included in the project plans, it was anticipated Loop 1 would already be replaced
- Capital Plan approved by Board of Regents, capital budget will be presented at the March Board meeting to get funds approved to allow work to begin earlier.
- How does a college determine its priorities? Not much of a process. So far behind on list, items are addressed as they arise. 1 or 2 large projects per year, then small projects as necessary
- Around 2009-2010 university started developing a Programmatic Merit Assessment Process, but wasn't sustained
- How did Rackham get to the top of the list? New PA program needed facilities

#### c. Capital Funding

#### d. IT Projects

- Carl Powell distributed handout, "Technology Update-January 2015 EEFC"
- Wireless
  - Work continues on King's installation
  - Scheduled for FY16: Brown/Munson (SU15) and the Village Apartments, Sculpture Studio, Starkweather, and Welch
- VoIP, most buildings up and running with the following FY17 installations scheduled: Briggs, King, Pease, Psychology Clinic, Ryneerson and Sculpture & Ceramic Studios
- Additional IT Projects
  - Zimbra/EagleMail upgrade postponed (again)
  - Google Drive replaces EMU U:drive (March 2015)

#### e. Classroom Technology

- Carl Powell distributed and discussed handout, "Classroom Technology-EDUCAUSE CDS Survey"
- Once Alexander & Roosevelt are completed, 60% of all EMU classrooms will have updated technology
- FY16 planning Porter & Strong
  - Bill Shell working with Porter on classroom specifics
  - Bidding out Porter, Strong, and McKenny. McKenny is the backup plan; depends on Strong electrical capability
- FY15 Status
  - Alexander: 87% complete, 20 of 23 rooms
  - Roosevelt: 95% complete, 18 of 19 rooms
  - All buildings at 100% by end of January
- Current Buildings Upgrade Schedule
  - Operational: Mark-Jefferson (Science Complex), Marshall, Owen, Pray-Harrold, Rackham
  - Installation in Progress (Fall 2014): Alexander, Roosevelt

- 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
  - COT identified their lab and it will be refreshed during spring break (March 2015)
  - COB administrators concentrating on accreditation
  - Library's computers in place since Fall 14
  - CAS replaced computer cart in Quirk, and a GIS program lab in Strong

#### **V. Classroom Scheduling**

- Don reviewed COE and CHHS data,
  - of COE's 280, 278 were in Porter (old way), 267 in Porter (when opened up), remaining scheduled mainly in Alexander
  - of CHHS' 288, 221 in Marshall (old way), 241 in Marshall (when opened up), remaining scheduled in Porter, Roosevelt, and Pray-Harrod
- Does system have the ability to link to classes? No. R25 can identify room characteristics.
- Do we know how it places classes? Criteria?
- Hybrids shouldn't go through R25 as a class. Hybrids should be entered at as events after all classes are scheduled. Coordinate MW and TR hybrid classes

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

- New meeting time
- Possible meeting locations; Roosevelt, Owen
- Keep Capital Plan on the agenda for future meetings

#### **VII. Adjourn**

- Meeting adjourned at 4:52 pm

Winter Term Meeting Schedule/Locations:

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

Thursday, February 19 – 2 pm to 3:15 pm – 101 Roosevelt

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

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