

Meeting Notes

Item	Description
Name/Title	Education Environment & Facilities Committee
Date	March 26, 2009
Time	1pm
Location	320 Halle
Attending	Polly Buchanan, Wade Tornquist, Eric Owen, Mary Brake, Sandy Hines, Dennis Beagen, Mary Vielhaber, Matt Evett, Bob Neely, Fraya Wagner-Marsh
Absent	Michael Bretting, Deb deLaski-Smith, Steve Camron, David Crary

- I. Approval of Minutes from March 12, 2009
Eric Owen motion/Mary Brake second. – Approved
- II. Continuation – Questions from Paulien Space Utilization Study
The group reviewed the list of questions generated at the last meeting. One of the issues is how rooms such as the Polymers Coating lab is listed in the system. This is a specific lab that only has one use. How is this affecting the outcome on the numbers?
This could be addressed when we are able to speak with Paulien.
An idea would be to take these questions and group them thematically. If anyone has any ideas on how to do this, please send them to Bob.

If there are any numbers that we find questionable, Wade can pull those numbers using R25. The data can be sorted in different ways, such as by room, building, and college.

We do need to put the data in exactly as we are using it in order for the information to be useful. That brings in the issue as to why we feel the data is needed or why do we care as the facilities committee? The most relevant issues would be:

- 1) Swing space issue – we need to know where we have viable space at to relocate classes and offices.
- 2) Implementation of Resource 25 and what the policies are going to be in determining what spaces are open and what are closed.
- 3) Priority of renovation of buildings in terms of asset preservation. There is talk about spending a large amount of money on Sherzer next year, but based on the Paulien study that doesn't seem to be a priority.

Wade did run space utilization reports in R25 on room usage by college for the Winter semester. This will be made available to the group.

These questions were not the original set, there were many questions that didn't seem to make sense or that should be divisional items or items that someone else will need to decide. They seemed outside of the scope of this group. Bob said that he was willing to share the 'raw' questions with the group if that would be helpful.

- III. Spring/Summer meetings and stipends
In the face of numerous issues that may come up with Mark Jefferson/Pray Harrold construction, it was previously agreed to meet once a month during the Spring and Summer terms. Faculty would be paid \$100 honoraria. The forms will be made available for signatures at the next meeting.
- IV. Subcommittee reports
Capital Needs, Asset Preservation & Facility Renovation

Dennis Beagen and the members of this subcommittee met with John Donegan and others from the Physical Plant. Dennis handed out information regarding the meeting.

Leadership from the Physical Plant is willing to meet with this committee to discuss a plan of determining processes to prioritize work lists and how those items are funded. One of the major issues is repair and improvements on residence halls. As it stands now, the Physical Plant assigns the priorities.

Based on the list of needs provided by the Physical Plant it appears that items roll from one year to the next. This is due in part to a lack of adequate funding and insufficient personnel.

Bob suggested having a representative from the Physical Plant at meetings, to serve as an "ex-officio". The agenda could be formatted to include any pertinent discussion relating to asset preservation and facility renovation, and any other conversation that is not essential for the representative to be present could occur later.

V. Subcommittee Leadership

Each subcommittee needs to decide who their point person for contact. Once this is done, the list will be sent out again.

VI. Other items or announcements

Polly introduced her new Dell Netbook. She inquired if it would be possible to purchase these for carts as they cost in the \$500 range. It was suggested that anyone interested in more information about the Netbooks and their performance should contact Ron Woody.

Next meeting dates:

April 9th 1-3pm 320 Halle

April 23rd 1-3 pm 320 Halle

Tentative Spring/Summer dates (place to be determined):

May 14th 1-3

June 11th 1-3

July 9th 1-3

August 13th 1-3