

## Meeting Notes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	May 17, 2010
Time	10:30 am to 12:00 pm
Location	320 Halle
Attending	Dennis Beagen, Sean Braden, Michael Bretting, John Boyless, Steve Camron, Dave Crary, Matt Evett, LaVern Higgins (for Fraya Wagner-Marsh), Raymond Lucas, Bob Neely (chaired), Eric Owen, Joe Scazzero, Barbara Scheffer, Wade Tornquist, Mary Vielhaber
Absent	Mary Brake, Sandra Hines, Fraya Wagner-Marsh

### I. Approval of minutes from April 19, 2010

**Motion:** Moved by David Crary to approve minutes from April 19, 2010. Seconded by Barbara Scheffer. **Motion carried:** 13 yes, 0 no, 0 abstentions.

### II. Discussion of EEFC Survey results

Joe Scazzero explained the results from the Overall Facilities and Swing Space Survey (see attachment) results to the group, noting percentage of respondents for each question. Survey revealed inconsistency in knowledge of facilities issues.

Summary Results by College (see attachment) results varied by college but most of the results revealed that the respondents need additional information regarding facilities' issues. The only exception is the College of Business.

Joe noted that the response rate to the survey wasn't great, but Bob Neely stated he wasn't that disappointed in the response rate. The response rate was about 25% of the faculty, which about what you would expect for most surveys. Because the College of Business and the Library aren't affected by the classroom moves, their responses can be used as a baseline.

Barbara Scheffer discussed the third handout, Compilation of Data from the three open-ended questions Swing Space survey (see attachment).

Wade Tornquist had a question regarding the 4 respondents who had concerns about disruptions in research. Wade wanted to know if it came from CAS, because he wants to be able to address this issue with those people. Barbara said she is able to do that. Bob Neely would be reluctant to ask the respondents to self-identify because once they've done that, we know all their answers to the survey. An alternative would be an email sent to the faculty of Arts and Sciences addressing the concern. The survey documents will be posted on the website.

### III. Swing Space

#### 1) Room exchanges among colleges

- Committee approved a resolution last month saying the Provost Office and Deans' to meet to work out procedures on room exchanges. Bob Neely stated that he would bring it up at the Deans' meeting the next day.

## 2) Additional classroom space (e.g., McKenny)

- Turning basement of McKenny into six classrooms – original three classrooms will be used for a student study/lounge area, for net gain of three classrooms (35-40 range).
- Concern regarding increased student enrollment with 0-0-0, and consideration of space when decision was made – Bob Neely discussed the Administration's attention to the matter. Wade Tornquist explained that most of the increase would be in General Ed sections, and there is plenty of space to accommodate the increase. Bob Neely also explained that COB hasn't been scheduled much during the day, but may change that and there's a chance of using Fletcher, except parking is a concern. Only people at Fletcher are the ones who requested it.
- Inquiry about rental trailers – Sean stated that the trailer is several thousand per month, but after equipping them, they are several hundred thousand dollars. David Crary stated that Budget Council said about \$1M for six trailers for a year.
- Additional Classrooms – IRIM moving from Boone, so their offices can be converted to classrooms. Large classroom in Sill will be split to two classrooms. Eagle Crest will rent classroom space at \$250/day/room. Student Affairs gave more classrooms; dorm lounges, auditorium at the Student Center, Pease, access to Welch Hall, and conference room at Physical Plant. Fletcher has six classrooms ready to go.
- Discussion about encouraging off-peak class scheduling.

David Crary brought up his resolution regarding Swing Space. Simulations for swing space was based on Fall 2008 enrollments, and enrollment was up approximately 5% last fall. Even with Pray-Harold open there was some scrambling to make things fit. 0-0-0 is supposed to increase enrollment at least 3.4% this fall, so that leaves us needing more classrooms this fall. The proposal reads:

*Resolution: Proposed classroom swing space to accommodate classrooms taken offline for 2010-11 due to MJ and PH construction were based on Fall 2008 enrollments. Since then enrollments increased about 5% in Fall 2009 and the 2010-11 budget approved by the Regents is based on a further 3.4% enrollment increased. This leaves classroom swing space for 2010-11 well below projected needs. Therefore, the University Executive Council and Board of Regents needs to embark on an emergency program to identify a significant amount of additional classroom swing space. Without this action, it will be extremely difficult to accommodate the enrollment increases upon which the 2010-11 budget is based.*

*Proposals to address this issue should be reported to the Faculty Senate, the Educational Environment and Facilities Committee, and University Budget Council on a regular basis for input.*

Bob Neely asked if David Crary was proposing this as a motion, he stated yes. Matt Evett seconded it.

The motion was discussed resulting in an amended Resolution.

*Amended: Resolution: Proposed classroom swing space to accommodate classrooms taken offline for 2010-11 due to MJ and PH construction were based on Fall 2008 enrollments. Since then enrollments increased about 5% in Fall 2009 and the 2010-11 budget approved by the Regents is based on a further 3.4% enrollment increased. This could leave classroom swing space for 2010-11 below projected needs. Therefore, the University needs to continue to identify additional classroom swing space. Without this action, it could be difficult to accommodate the enrollment increases upon which the 2010-11 budget is based.*

*Proposals to address this issue should be reported to the Faculty Senate, the Educational Environment and Facilities Committee, and University Budget Council on a regular basis for input.*

**Motion:** Moved by David Crary, seconded by Matt Evett . **Amended Motion carried:** 14 yes, 0 no, 0 abstentions.

- Dennis Beagan brought up directed communication released weekly to provide information updates to the campus community. Bob Neely added that he feels we need two groups. The first group is a Solutions Group, which problem solves. The other group is a Communications Group which shares survey results, emails faculty, generally gets information out to people.

### 3) Safety Concerns

- Various safety concerns were discussed.

### 4) Classroom assignments priority (S25)

- Are rooms being assigned alphabetically, or by priority? Inquiry needs to go to software designer for technical question.

### 5) University-level “solutions” group?

- Solutions Group is a problem solving group for atypical items which can’t be handled by a building administrator or Dean-level. The group discussed the responsibilities and membership of the group.

## IV. Role of EEFC in review of annual capital projects.

- Due to time constraints, this item was not discussed.

The next meeting will be held on Wednesday, June 2<sup>nd</sup> from 10:30 to noon, G10 Boone