

Meeting Notes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	November 15, 2012
Time	9 am to 10:30 am
Location	125 Quirk
Attending	Colin Blakely, Rita Bullard, Jim Carroll, John Donegan, Caroline Gould, Sandra Hines, Don Keller, Patrick Koehn, Marianne Laporte, Eric Owen, Barbara Scheffer, Maria Sipos, Mary Vielhaber, Fraya Wagner-Marsh
Absent	Matt Evett, Carl Powell, Shawn Quilter

Meeting convened by Jim Carroll at 9:05 am.

Welcomed new COT faculty representative, Maria Sipos, to the committee.

I. Agenda approved as modified

- Moved by Don Keller, seconded Mary Vielhaber, approved unanimously

II. Review and approval of October 18, 2012 meeting minutes

- Moved by Don Keller, seconded by Marianne Laporte, 12 yes, 0 no, and 2 abstentions

III. Facilities Projects

a. Capital Funding

- John Donegan shared the Proposed Capital Plan. He distributed the following documents:
 - Goals Data (2011-12) – Capital Projects Completed 2011-12
 - Capital Projects – Summer 2012
 - EMU Proposed Three Year Capital Spending Plan (By Spending Category and Year)
- The Three Year Capital Plan is a fluid document, and modifications to the proposed projects in years two and three are made each year the plan is submitted for approval.
- The FY12-13 capital plan is \$21.7M, but FY13-14, and FY14-15 are both reduced to \$10M.
- Two of the proposed projects that are lower in priority that may be postponed are King Hall and Snow Health Center. If another item is added to the list, that postpones, or cancels, something else. However, ADA funding must remain on the list.
- Through refinancing the University was able to secure an additional \$8M in funding for use this fiscal year. The Board of Regents will decide how these funds will be spent. There are \$10M in proposed projects, including the Physician's Assistant program and the Halle Library HVAC system.
- John Donegan explained that there are several high-priority projects but funding is limited. He added that he has requested \$300K for COB stairwells and accessibility ramp.
- Because of budget cuts, items like the Sill Hall "glitz blitz" are not possible. These items will become part of the capital funding requests.
- Funds received from a McKenny flooding insurance claim must be used in McKenny, it cannot be used elsewhere.
- Marianne Laporte asked if the sculpture studio is on the list of projects being reviewed by the Regents. It is not. The concern is that it is a safety issue because of the standing water and equipment being used.
- John Donegan suggested that the Sculpture Studio issue will get more recognition if more, and varied, constituents express their concerns. He said the academic items on the list come through the Provost's Office.
- At the suggestion of the Provost, John Donegan worked with a concept firm to get designs for an updated sculpture studio. Three proposed plans - \$2.5M, \$3.5M, and \$4.5M each.
- Are the proposed projects for the additional \$8M funding new, or are they ones already identified in the Capital Plan? John Donegan explained that the Capital Plan is an approved document, and all projects proposed for the

\$8M funding are newly identified items, such as the library mold issue. The financing that generated the additional \$8M funding was approved in the October Board meeting. The Board will decide at the December meeting what will be funded. The Physician Assistant program (\$3M), and the HVAC system in Halle Library (\$2M) were identified as needing funding, now the Board must decide what to fund with the remaining \$3M.

- The Three Year Capital Spending Plan is the administration's attempt to show how much funding is going to asset preservation, energy conservation, academic affairs, athletics, etc. The Board members look at those ratios. A few years back when both the Science Complex and Pray-Harold projects were underway, the indoor practice facility (bubble) was built because \$138M was spent on academic facilities, some felt it justified spending \$2.5M for an athletic facility.
- Safety and Security is fencing and cameras. Fencing is strategically placed to create bottlenecks with cameras. This is a small percentage of the entire plan.

IV. Technology Projects

a. Classroom Technology Refresh

- Dean Backos, Director of Purchasing, joined the meeting to provide AJP Consultants status update. AJP Consultants will attend the December EEFC meeting.
- Purchasing, along with Bill Shell (IT), began the project July/August 2012. The group reviewed existing surveys and developed a process to support two goals
 - Build prototype by December 2012. It will be in the library.
 - Develop Action Plan, including a definite timeline to completion
- Develop technology infrastructure and support; simple, easy to use, and look to the future to know how to (and who will) maintain.
- Milestones
 - Two prototype rooms completed by December
 - Alpha Room (for training) will be in Faculty Development Center
 - Beta Room (for use with classes) will be in G11 Halle, and can be scheduled through the library
 - These rooms will help to train and identify which technology is necessary for rooms and classes
 - 100 Rooms – assess infrastructure needs for these rooms – January-March
 - Start 100 rooms April, complete by August
 - Will do some rooms during Academic Year, depending on scheduling, then will start April-August cycle again
- Not all technology will be in all rooms. This will depend on the needs of the classroom. Don't want technology installed and never used. Equip rooms with technology that will be used.
- Working with B&F to swap Classroom technology funding with Campus Wireless funding. This will allow the campus wireless project to acceleration its completion while the Campus Technology project is in development.
- Support should be part of these funds for who's going to support the technology after installation. Jim Carroll & Carl Powel working together to develop AV support funding. Consultants will provide maintenance plans and suggestions.
- Don Keller requested a report from AJP prior to December meeting. Dean Backos will provide schedules, drawings, and equipment inventory.
- Install of prototype rooms should be first week of December. Peggy Liggitt is developing the FDC Winter training schedule to include the Alpha Room. The Beta Room will be scheduled for use with actual classes in the same manner that library computer labs are scheduled. An announcement to faculty will go out after the rooms are completed.
- When developing new survey questions, questions about the new Alpha and Beta classroom should be included.

b. Academic Affairs Laboratory Computer Refresh

- Eric Owen reported that Carl Powell proposed adding an additional \$100k to computer lab refresh to reduce refresh cycle from 7.5 to 5 years.
- Subcommittee will work on policy of adding and removing labs from the computer lab refresh program

c. EEFC Classroom Technology Survey

- Jim Carroll distributed copies of the February, 2011, EEFC Classroom Technology Survey
- Bin Ning can put this survey into the IRIM schedule (every two years) and get data very easily. He only needs the

survey questions in a Word document.

- Committee to review old survey, and consider new survey questions. The committee will work on developing new survey questions at the December meeting. The questions will be submitted to IRIM for a February 2013 survey.
- Eric Owen will provide additional survey documents for inclusion in the eCollege site.

V. Committee Goals/Agenda Items for Year and next meeting

a. Ideas?

- Suggestion for Colin Blakely, working with Kathryn Wilhoff, to develop a resolution that can be moved forward to the Faculty Senate.
- A meeting in sculpture studio?
- Students should express their concerns about the sculpture studio to student government

b. Projects?

- Don Keller suggested that strategizing about the Art Department problems could be a project for the committee.

VI. Adjourn

a. Meeting adjourned at 10:28 am

Fall Term Meeting Schedule/Locations:

~~Thursday, September 20, 2012 – 10:30 am to noon – 205 Welch Hall~~

~~Thursday, October 18 – 10:30 am to noon – 213 Porter~~

~~Thursday, November 15 – 9:00 am to 10:30 am – 125 Quirk~~

Thursday, December 13 – 9:00 am to 10:30 am – 204 Alexander