

Meeting Minutes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	November 19, 2015
Time	3:30 – 4:45 p.m.
Location	113 Marshall
Attending	Steve Pernecky, Jim Carroll, Susann de Vries, Chris Karshin, Mary Brake, Shawn Quilter, John Dugger, Patrick Koehn, Sandy Norton, Jim Egge, Pamela Lemerand, Carl Powell, Stacie McMullen, LaVerne Higgins, Bill Welsh
Absent	Denise Tanguay, Kathy Stacey, Fraya Wagner-Marsh, Jackie Wrosch, Bob Densic, Scott Storrar, Tierney Orfgen

Meeting convened by Jim Carroll at 3:30 pm

I. Agenda approved

- Moved, seconded, and approved unanimously

II. Review and approval of October 22, 2015 meeting minutes

- Minutes amended: In attendance—Steve Pernecky did not attend last meeting. Section III c., Sill Hall #2 request—this is a discussion, not approved
- Amended minutes—moved, seconded, approved, 2 abstained

III. Facilities Projects

- a. Ongoing Campus Projects
 - Nothing new to report since October EEFC meeting
- b. Capital Funding
 - Jim presented handouts containing capital funding information required by the State regarding building information to include dates of updates, age and value of buildings, etc.
- c. IT Projects
 - No current capital IT projects.

IV. Computer Refresh

- COE: restructured, getting feedback, positive so far
- CHHS: reconsolidate lab, reduce number of machines—from 36 to 20, lab is near 2nd floor near student commons
- COT: defer comment to December meeting
- Library: completely upgraded one computer lab

V. Classroom Technology

- a. Prepare for FY16/17 and Summer 2016
 - No new classroom technology in Summer 2016
 - 2016 begin wiring, wall mounts, cabling, furniture orders/builds
 - Plan to update technology in 100 classrooms in 2017
 - Begin refresh cycle of systems and machines in 2018; assess equipment replacement frequency plan
 - Meet with College representative appointed by Dean to develop plan for classrooms (where, what, how)
- b. Discussion
 - Continue to work through issues with new technology (touch screen tech screens, vendor issues, etc)

- Too much IT staff time spent on reconnecting equipment within classrooms. Getting the word out to faculty to reconnect anything they disconnect

VI. Other agenda items

- Requested input/feedback on potential Classroom Refresh Model presented by Bob Densic during October meeting. The plan is straight forward. Updates particular to rooms. Request further EEFC feedback regarding per building updates v. per item updates, i.e. shades across campus or everything in classrooms per building.

VII. Adjourn

- Meeting adjourned at 4:21 pm

Fall Term Meeting Schedule/Locations:

~~Thursday, October 22 - 3:30 pm to 4:45 pm - 141 Sill Hall~~

Thursday, November 19 - 3:30 pm to 4:45 pm - 113 Marshall (**current**)

Thursday, December 17 - 3:30 pm to 4:45 pm - 100 Porter