

Meeting Notes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	October, 20, 2011
Time	10:30 am to Noon
Location	350 Student Center
Attending	Dennis Beagen, Jim Carroll, Mary Vielhaber, Eric Owen, Steven Webber, John Donegan, Barbara Scheffer, Wade Tornquist, Shawn Quilter, Bob Winning, Rita Bullard, Don Keller, David Crary, Matt Evett
Absent	Fraya Wagner-Marsh, Sandra Hines

I. Configuration of EEFC:

- Jim Carroll will assume co-chair of committee with David Crary effective November 17 meeting.
- Committee commends Dennis Beagen for his leadership as co-chair of the EEFC following Robert Neely's retirement from EMU.
- Membership roster for the 2011-2012 was reviewed. David Crary indicated that Faculty Senate would soon be finalizing a COE representative to replace Steve Cameron.
- Provost office will also be looking to make an administrative appointment of a representative from Halle Library.

II. Review and approval of April 21, 2011 meeting minutes

- Minutes were approved unanimously.

III. Announcement of changes in the EEFC membership

- David Crary provided list of 2011-2012 membership roster as part of agenda
- Shawn Quilter will serve as administrative appointment from COE replacing Jon Margerum-Leys
- Faculty Senate will soon be appointing faculty representative to replace Steve Camron for COE
- Jim Carroll will assume co-chair responsibilities "going forward" effective the November 17, 2011 meeting

IV. Status of Resolutions from March 17 and April 21, 2011

A. Capital Funding – John Donegan gave a summary of the University's 2012 capital plan priorities

- He indicated that Strong was still #1 priority and that the Integrated Arts Village is still included as the #2 priority
- John did also comment the capital plan would be forwarded to the state late November, but he was uncertain and not optimistic that there would be a 2012 capital bill from the state.
- John also referenced the estimated \$4.6m EMU budget shortfall, an the likely impact on local (EMU self-funded) projects such as Rackham – originally planned for \$6m renovation now reduced to \$1.9m.
- Phase 2 of residence hall keyless entry – Buell/Wise – delayed as cost savings (\$700-800/door).
- Some athletic department projects reduced or delayed – tennis courts, locker rooms for soccer and tennis
- Hill residence hall renovation will continue and is on target
- Frontage of Snow Health Center on hold (delayed)
- University possibly exploring the sale of the Cooper Building
- Flooding in McKenny Hall resulted in \$600,000 insurance settlement maybe directed to 4th floor renovation including access issues.
- John referenced recent developments at BGSU that like EMU recently completed \$200M in capital projects and has announced another \$200M in new projects
- Wade Tornquist in a follow up to comment on "conversations exploring sale of Cooper Building" stressed the importance of finding new home for Linguistics Center that has necessary HVAC and IT needs.

VII. Procedures for Committee Input on Maintenance and Repair Priorities:

- Committee elected to amend the agenda to discuss the item (VII) while John Donegan was still present.

A. EEFC Sub-Committees:

- David Crary and Dennis Beagen recalled EEFC sub-committees that discussed/reviewed capital projects recommendations and ongoing maintenance projects. John indicated he would welcome returning to that input process.
- John used Sherzer as an example of a local (EMU Physical Plant) maintenance project that completely replaced HVAC system in that building. This project improves conditions in Sherzer, but also reduces the personnel time needed of Physical Plant with Sherzer change over.
- Dennis Beagen expressed concern of instructor offices in King Hall, in particular 4th floor. The corridor lacks “curb appeal” for instructors, as well as students.
- Wade Tornquist recommended that CAS units explore possible solutions.
- Steven Webber indicated that his COT design students might use King and other locations as student projects for class assignments with Physical Plant colleagues.
- Don Keller used a maintenance example of change over in heating and cooling in Sill and other COT buildings. Faculty inquire of heating or cooling and Don would like some kind of possible response – “a week/10 days?”
- John commented this is just the kind of input – prioritization of academic buildings for change over cooling to heating that Physical Plant would welcome.
- John indicated that it generally takes about 10 days to complete change over.
- Jim Carroll and John Donegan support the idea of a priority list from EEFC on the change over (FA/SP) of academic buildings
- Tornquist, Beagen, and Webber agreed to the explore possibilities in King Hall

B. Academic Affairs Computer Labs Refresh – revision:

- Eric Owen reported that all labs approved for refresh at our April 21 meeting were funded with the exception of EPEO lab in Boone Hall. Initially, the committee’s recommendation included funding lab refresh funding for the Boone (EPEO) lab and the Detroit NW Center lab. Over the summer Eric learned the EPEO and the Provost office funded the Boone lab, and the lab refresh program funded the Detroit NW Center lab. Due to lab refresh funds not needed for the Boone lab, \$13,935 remained available for reallocation. Eric recommended the next lab on the list with 2006 units, G07B Halle be considered for funding.
- Wade Tornquist moved to support Eric’s recommendation (fund G07B Halle lab) and Don Keller seconded the motion.
- The committee unanimously approved the motion.
- Wade Tornquist added that the 3rd floor Pray-Harrold “Drop-in” computed lab no longer supported by IT, and it is now supported by CAS with units (used) provided by computer science.

IV. Smart Classroom Maintenance Funds

- Jim Carroll indicated that this Smart Classroom (maintenance) ORG is no longer a separate ORG, but he was able to track/find the initial \$12,000 funding. The requested increase (additional \$12,000) was not included in this year’s budget.
- Matt Evett commented that this funded was created to provide replacement bulbs in classroom projectors.
- Don Keller indicated that he was unaware of the funding, and asked who he would direct such funding support request?
- Wade Tornquist indicated this process needs to be more centralized, and that Steve Dotson (CAS) often was the most common contact.
- Wade suggested that Steven Dotson be asked to gather college tech personnel to centralize and standardize this maintenance support.
- Matt Evett and others indicated that classroom technology maintenance costs will continue to increase, and the University needs consider appropriate funding – perhaps looking at the technology fee.

D. Faculty Computer Refresh – email from Carl Powell

- David Crary indicated that he had received an email from Carl Powell confirming that \$48,000 was made available for support (either maintenance or replacement) of refresh computers that have exceeded 3 year warranty. This is critical due to suspending the faculty computer refresh program for 2011-2012

V. Classroom Equipment Sub-committee

- David Crary indicated he is still working on the summary, and will have a report for the November 17 meeting

VII. Procedures for Committee Input on Maintenance and Repair Priorities:

B. Other:

- David Crary expressed concern over crowded faculty offices – “Pray Harrold still has faculty doubled up”.
- Wade commented that Pray Harrold still over crowded. Some CAS units initially indicated they were not wanting to return to Pray Harrold following the renovation. That proved not to be the case, so the situation continued to be over-crowding. Some relief from moving PT lecturers to King Hall, but some faculty are still sharing offices.
- Jim Carroll recommended we survey all EMU faculty as to those having single/own office and those sharing an office with a colleague - either faculty member, lecturer or graduate assistant.

Meeting adjourned at 12:10pm

Next Meeting: Thursday, November 17
10:30am
352 Student Center