

## Meeting Minutes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	December 15, 2016
Time	3:30 – 4:45 p.m.
Location	138 Sill
Attending	Daryl Barton, Mary Brake, Jim Carroll, Bob Densic, Toni Jones, Chris Karshin, Beth Kubitskey, Sandra Murchison, Bill Welsh, Jackie Wrosch
Absent	Susann deVries, Tierney McCleary, Steve Pernecky, Scott Storrar, Ron Woody

### Meeting convened by Jim Carroll at 3:39 pm

#### Jim's comments

#### I. Agenda approved

- Moved, seconded, and approved unanimously

#### II. November 17, 2016 meeting minutes approved

- Moved, seconded, and 9 approvals, 1 abstention

#### III. Facilities Projects

##### a. Ongoing Campus Projects

- Finalized Program Verification and created Schematic Design documents. December 22 is submission to state of this 40-page document. Keep proceeding as are, February approval not known, maybe July approval. Construction approval in July 2017, start bidding packages out, and construction starting Fall 2017.
- Swing Space - Roosevelt auditorium split, 5<sup>th</sup> floor Mark Jefferson, Sill auditorium will be started in January.
- CoGen project: work on South Campus Electrical Loop starts at Summer session A. Bids in April, work starts May, transformers and switch gear. Giant crane on campus, then work inside the steam plant, all equipment updated.
  - SU17 all the underground work to be done. Screen work and landscaping will also take place.
  - SU18, FA18 switch over to new equipment, will be down time of 3-5 days at each building, one building might be stretched out to 10 days.
  - Four boilers; 1 non-functional (60 years old), another 60 year old with periodic issues, other 2 are 45 years old. The 60-year-old boilers are well past their expected life.
  - Waste heat goes to steam
- Building Programing Plans for future years Capital Dollars
  - COT programing plan, final reports; working with Mary Brake and Dean Qatu
  - CHHS programing plans in Warner; working with Chris Karshin
- Wise Hall winter break work on entry elements, will finish core elements
- Campus Security, new cameras, (Washtenaw & Oakwood, behind King Hall, and Oakwood & Huron River Drive). Enhanced lighting needed for security cameras and will be an ongoing project for next several years.
- Several AEDs will be set up at outside locations, starting with Warner.
- Fletcher state grant funded improvements for ACC to move administrative functions of ACC and CI to provide space to expand the ACC programs.
- Marshall stairway (contractor wasn't pleased with work, tore it out, replaced at no cost to us). Walking path, stairway and lighting will be completed in January.
- Public Safety UBS battery Wednesday 12/14 test went fine; system will be online 12/31/16
- Chartwells Projects

- New full service Starbucks on the main level of the Student Center near the old Game Shop was. Lobby Shop to move to old Starbucks location.
- Chick-fil-A at McKenny
- Another smaller Starbucks in Rackham
- Working on more 24-7 marketplaces in Vending
- EMU/U of M Credit Union in Student Center, work starts January 25, 2017
- Adding Underground Tunneling Mapping in case someone accidentally finds himself or herself there.

b. Capital Funding

- Capital Funding Budget being developed see III a. above
- COB Chiller done by FY17

c. IT Projects

- Classroom technology in 94 classrooms by Summer 17
  - Carts being built assembled and tested off-campus. May have some classrooms updated during December break
  - Contractor is assessing the infrastructure Quirk, McKenny, Briggs because these buildings have unique challenges
  - Work with contractors as to what buildings are open, to schedule installations over the next 6-8 months
  - This is a two-year project because of the number of classrooms
- Finishing the enhanced wireless. All Academic spaces done, remaining spaces primarily in resident halls
- VOIP phone completion. All Academic spaces completed, only a handful of offices completed in the next year or so.
- Capital request to continue Pray-Harrold \$900K estimated for FY18. Pray-Harrold was the first building but not all classrooms received technology last time.
- Request replacement of old servers. Servers last about 5 years before it becomes outdated. These are also on a refresh schedule.
- Bonisteel lab support-Jim Carroll will follow up with Ron Woody regarding charges

**IV. Computer Lab Refresh**

- **CAS:** No report
- **COB:** No lab refresh, but 37 faculty/staff computers refreshed
- **COE:** Review Bonisteel lab usage, also in discussions with CAS to use a COE lab for GIS and Computational Physics
- **CHHS:** No report
- **COT:** New lab in 101 Sill Hall, not enough air conditioning

**V. Classroom Technology**

- Duo ID – two factor identification for all Banner users. Add app to smart phone. If no phone, there is a dongle (key chain device). Starts in January 2017. Training sessions in today's (November 17, 2016) email.
- 2016/2017 last year of Phase 1 (92 classrooms): Boone, Briggs, Ford, Halle, Honors College, McKenny, Olds-Robb, Psychology Clinic, Quirk, Sherzer, Sculpture/Ceramics, Sill, Warner
- Prepare for FY17/18 and Summer 2017: Refresh Pray-Harrold Summer 2018, Refresh Mark-Jefferson Summer 2019
- Power & Data cabling most work done over summer, some to be completed this fall
- TEL System to begin receiving and building carts in November
- Tentative schedule for Room Commissioning:
  - Begins December 2016 using Fridays, Holidays and other times rooms are open
  - January – Quirk, Honors College, Sill
  - February – Sill (continued)

- March – Ford, Briggs, Boone
- April – Boone (continued), Psychology Clinic, Warner, Sculpture Studio, McKenny
- May – McKenny (continued), Sherzer, Halle, Olds/Rob

#### **VI. Other agenda items**

- Opening Student Center 24 hours: Faculty Senate requests 24-hour open building/space. Student challenges; not all have computers, housing challenges, and ability to have meeting space. Student Center doesn't have computer labs any longer. Library usage (previous trial showed low usage) will get usage data from Susanne deVries.
  - Is there another space other than the Student Center or Library that would be available? Will the entire building be accessible?
  - Cost (custodial, security, utilities, etc.) and space availability get details from Bob Densic & Scott Storrar. Some newer buildings track building energy costs, Student Center does, and McKenny does not.
  - Options: McKenny, Dorm Buildings, Student Center
  - Dorms not a good option
- Mike Vades, EMU CFO, at January meeting

#### **VIII. Adjourn**

- Meeting adjourned at 4:25 pm

#### **Fall Term Meeting Schedule/Locations:**

~~Thursday, October 20 – 3:30 pm to 4:45 pm – 101 Quirk~~

~~Thursday, November 17 – 3:30 pm to 4:45 pm – 325 Owen~~

Thursday, December 15 - 3:30 pm to 4:45 pm – 138 Sill (current)

#### **Winter Term Meeting Schedule/Locations:**

Thursday, January 19 – 3:30 pm to 4:45 pm – Faculty Lounge in McKenny

Thursday, February 16 – 3:30 pm to 4:45 pm – to be determined

Thursday, March 16 – 3:30 pm to 4:45 pm – to be determined

Thursday, April 20 – 3:30 pm to 4:45 pm – to be determined