

## Meeting Minutes

| Item       | Description   |
|------------|---|
| Name/Title | Educational Environment & Facilities Committee  |
| Date       | February 16, 2017   |
| Time       | 3:30 – 4:45 p.m.  |
| Location   | 101 Roosevelt   |
| Attending  | Daryl Barton, Marcia Bombyk, Mary Brake, Jim Carroll, Susann deVries, Jessica Elton, Toni Jones, Chris Karshin, Beth Kubitskey, Tierney McCleary, Sandra Murchison, Eric Paradis, John Sonnega, Scott Storrar, Denise Tanguay, Bill Welsh, Ron Woody, Jackie Wrosch |
| Absent     | Bob Densic, Steve Pernecky  |

### Meeting convened by Jim Carroll at 3:35 pm

#### Introductions and welcome of new members

#### I. Agenda approved

- Moved, seconded, and approved unanimously

#### II. January 19, 2017 meeting minutes approved

- Moved, seconded, and approved unanimously

Introduction of new committee members, and Jim Carroll provided a brief overview of the committee's organization and membership.

#### III. Facilities Projects

##### a. Ongoing Campus Projects – FY17

- Presentation at AP meeting: overall capital FY16 \$8.9M, FY17 \$60M this year, FY18 \$13.7M
- Co-Gen project \$19.6M, crane postponed
  - Turbine fabrication & testing completed, was to be delivered in March but have to shut down East Circle Drive. To minimize disruption on campus it will be delivered in May when the Hertzog will arrive.
  - Current stack 58 feet, will need 68 feet, have our environmental permits
  - January 2018 completion. Expecting a \$2.8M payback
- Strong Hall
  - Completed full schematic design this week, cost verification
  - Initial approvals by Department of Technology, Management and Budget (DTMB), State Budget Office (SBO), Joint Capital Outlay Subcommittee (JCOS) before legislative approval
  - Need legislative approval, hoping to get approval before their summer break. This is enable work to start Fall 2017 with substantial completion by Fall 2018.
  - Design development documents being prepared. Will forward some bid packages in April for June, July and August work, specifically to expedite abatement and demolition.
  - Prepare talking points for President when he meets with legislature in the next couple of weeks
  - Gender neutral bathroom and lactation space will be added to Strong
- Swing Space
  - Space approved for 5th floor Mark Jefferson for Neuroscience, Psychology and Fermentation
  - Move Management bid scope today, contract signed within the week. This will enable us to develop moving plan. This is the same company that did the work for Pray-Harrold and Mark Jefferson. The Move Manager will assist the faculty and staff.
  - Biggest challenges for Strong are auditorium and lab space.
  - Sill Auditorium abatement done, demolition complete, furniture ordered

- Everything scheduled to be done for all of swing space by July 1, 2017.
- Splitting Roosevelt Auditorium in to two smaller spaces. The drop ceiling is hiding a vaulted ceiling that may need abatement. The plaster contains asbestos. Not removing seating in Roosevelt.
- Energy efficiency? Don't see any issues. By upgrading our systems we meet LEED certifications. LED lighting saves money. Acoustics affected?
- Mark Jefferson's 5th floor started today
- Loop One
  - Boone, Ford, Jones-Goddard, Hover, King, Marshall, McKenny, Pease, Pierce, Roosevelt, Sherzer, Starkweather, Strong, Welch and Heating Plant. Have engineering documents. Approval from Purchasing to pre-purchase equipment that will probably save another \$150K. Liability not as critical because it is a two-year project. Bidding out project, with trenching mid to late March. Studying what can be re-used. Communication plan including Walter Kraft's group.
  - A few planned outages in first phase-Fall 2017. This time next year (Feb/March 2018) planned outages. Working with contractors on plan. Buildings down one at a time, and this will be disruptive. How long will buildings be closed down? Not able to determine until closer to the project.
  - Fall meetings will spend time scheduling shut downs, working on problem solving, communications. Communication will be the priority.
  - Fall 2017 construction completed, Fall 2018 conversion completed
  - Wise Hall last phase will be completed Fall 2017, \$2.8M; elevator (core), FF&E and HVAC
- b. Capital Funding
  - FY18 Capital - \$13.74M approved by Board of Regents.
    - \$2.8M at Wise
    - \$2.6M IT infrastructure
      - Classroom refresh, maintaining network infrastructure, on-going wireless network maintenance, replacement of Data Center floor in Pray-Harold
    - \$1.1M for Safety & Security; camera, fencing, lighting around campus
    - \$1M for parking at East Circle Drive
    - COB Elevator bids for engineering, but will not be done for Fall 2017
    - Quirk - \$400K glitz blitz by Fall 2017. Common areas, bathrooms, FF&E, flooring. No elevator in Quirk, bathrooms will be ADA accessible
- c. IT Projects
  - Capital Projects: wireless in the three tower residences the wireless not working as well. Fix will be during FY18
  - Cell phone coverage?
    - Repeaters in some departments, buildings. Cell companies not interested in providing antennae on campus, they can't make money
    - Rave system for emergencies, every VOIP phone gets a message. Chief Hayes wants to add the alerts on computers, and he is looking into this.

## VI. Computer Lab Refresh

- **CAS:**
- **COB:** waiting for next year's funding, will do lab then
- **COE:** moving to charging stations, fewer labs. Have three computer classrooms, one may be used as possible space for GIS and Computational Physics. The other two may be repurposed. Have one computer lab but is only staffed by a student worker.
- **CHHS:** this past summer used \$12K to refresh 20 computers. Reduced computers from 36 to 28 in hopes that, with the \$6K for this year, they can refresh the rest of the computers. Collecting data to determine if they need to increase computers to 36. Feel if they provide space and power sources, students will bring their own devices.

- **COT:** many computer labs and specialized software in Roosevelt and Sill because the software is too expensive to purchase. Twenty-four computers in Sill Information Assurance, which must be separate because of the sensitivity of the material studied. Sixteen of the 24 are not working and having issues with repairs/replacements. Ron Woody suggested Mary Brake contact Aric Kirkland; she said she has done this.
- **Library:** did one lab last summer
- Jim Carroll explained how Computer Lab Refresh works
- Ron Woody explained that trend is less lab space with computers, but more lab space with power. He also provided information on the Computer Refresh Program (Faculty/Staff) in his handouts

## V. Classroom Technology

- Expected to have some rooms up and running now, but cabling was slower than expected. Sill 2<sup>nd</sup> floor will be receiving carts. Vendor, TEL Systems, building carts. Half built, will deliver next week. After first round is complete next week, will have better completion update.
- Up and running classrooms (266): Alexander, Mark Jefferson, Marshall, Owen, Porter, Pray-Harrold, Rackham, Roosevelt, Strong
- 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
  - Power and Data cabling over 80% complete
  - Classroom Cart builds are about 50% built (by TEL System at their site). Cart delivery to campus begins week of February 20, 2017
- Prepare for FY17/18 and FY18/19: Refresh Pray-Harrold Summer 2018, refresh Mark-Jefferson Summer 2019
- Tentative schedule for Room Commissioning:
  - Begins week of February 20, 2017 using Fridays, Spring Break, Holidays and other times rooms are open
  - Second floor of Sill during Spring Break
  - Detailed schedule of room commissioning to follow

## VI. Other agenda items

- a. Space allocations for growing programs
  - When we develop inter-disciplinary programs, how do we manage space? These programs are under CAS, but not a department, there are 102 majors. These programs should be in the Dean's office, working with Jim Carroll, Scott Storrar, and Bob Densic. Challenge is if you need space, someone has to give up space. There is a committee working on the programming for Strong. Faculty should work with their department head and committee representative. Most space already allocated to departments; what about administrative space? More programming space with the dollars allotted than expected.
  - For future interdisciplinary programs, we need to plan accordingly and how do we promote?
- b. Discussion/update on the availability of a 24/7 student space with WiFi access
  - Student Government pushing proposal through Leigh Greden & President's Office a 24/7 space with computer and WiFi access
  - IT submitted ABBR request to Provost and copied the President because there is no permanent funding for IT labs after last year's cuts.
  - Summer had no attendance, began Fall with no attendance but soon into the semester both the Library and IT had significant requests for help. One-time funds (FY17 only) and work-study students made it possible to staff these two labs used by hundreds, and sometimes thousands, of daily users. With a grant from Student Government, IT and Library were able to extend hours lab hours to 2:00 am (2 extra hours daily)
  - Cost analysis
    - Added budget for 24 hours/4 days/week would cost \$14,000 additional
    - Data collected shows 24/7 labs were used by 10 or less per night, single digits after 2 am
    - No professional staff, staffed only by student workers
    - Moved to labs ending at 2:00 am with no complaints from students. Wonderful compromise.

- Students can't function without WiFi; economically challenged need some place with computer, network and workspace access. Also access to vending and social spaces.
  - Currently have 24/7 for midterms and finals. Worked out with Student Government. Has been in place for years. It's not use a lot, but is available for these students who need it.
- c. Faculty have inquired as to the status of the athletic "Bubble". It has been reported to our athletic rep that the "Bubble" is not considered an athletic facility. There is/was some dispute concerning insurance claims covering its collapse. Please provide an update on the status of the claims or litigation.
- Bubble went down November 2015, thought it was an acute issue, repaired and reopened
  - January 19, 2016 five to six bolts failed, facility shut down. Physical Plant brought in insurance carrier and a third-party engineering firm. The investigation discovered a design flaw in the dome caused the issue. Had further engineering and peer reviews on the facility.
  - In August 2016 the facility was up. Because of the statute of limitations was closing in for the university to file suit, all parties agreed to an extension. Have had negotiations but haven't reached an agreement. Due to the statute of limitations, Legal filed a claim to recoup lost income for the eight months the dome was down. Physical Plant provided documents for EMU's outside attorney. There is a meeting with Legal, Physical Plant, the outside attorney and third-party engineering firm scheduled for February 22, 2017.
  - Scott Storrar believes the contractor that has the subcontract with the dome manufacturer has also filed suit.
  - Daryl Barton asked whether EMU filed a complaint or a claim. After discussion it was noted that both have been filed. Also noted it has been turned over to the Legal Department and that Gloria Hage will have filed the appropriate documents.

## VII. Adjourn

- Meeting adjourned at 4:55 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~~

### 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 – 101 Roosevelt (current)

Thursday, March 16 – 3:30 pm to 4:45 pm – 117 Warner

Thursday, April 20 – 3:30 pm to 4:45 pm – 575 Science Complex