

Meeting Minutes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	November 17, 2016
Time	3:30 – 4:45 p.m.
Location	325 Owen
Attending	Mary Brake, Jim Carroll, Bob Densic, Susann deVries, Toni Jones, Beth Kubitskey, Sandra Murchison, Denise Tanguay, Bill Welsh, Ron Woody, Jackie Wrosch
Absent	Chris Karshin, Steve Pernecky, Scott Storrar

Meeting convened by Jim Carroll at 3:35 pm

Jim's comments

I. Agenda approved

- Moved, seconded, and approved unanimously

II. October 20, 2016, meeting minutes approved

- Moved, seconded, and approved as amended unanimously

III. Nomination & Approval of Faculty Co-Chair

- No nominations available, will table to next meeting

IV. Facilities Projects

a. Ongoing Campus Projects

- Proceeding with Strong programming and schematic design, January/February
- Construction to start late summer, earliest April, more likely July
- Swing space items: Labs in MJ 5th floor, find office spaces, Roosevelt auditorium split
- Four projects Halle/Strong
 - Strong shut down, portion of West Circle Drive closed
 - Areas around campus to be used for staging/equipment
 - Parking will remain
 - CoGen project in summer, jet engine tied to generator, will provide 93% power, 96% heat. \$20M project, generator is \$6M. Spring installation
 - Loop One electrical project (total of five). Loop One is the oldest and feeds 16 buildings, primarily on the south side of campus. Currently working on DTE power only. Bonds are funding the Loop One improvements.
 - New trenches will be mostly located in sidewalks
 - SU18 select buildings will be shut down for periods over the projects' timeline
 - West Circle Drive patching
- Campus Security
 - UBS backup system at Public Safety to be installed during December break
 - Campus Security adding walkway between Marshall & King
 - Additional camera security around Softball and Band practice areas, around the mall
- Wise Hall updates, completion of FY16 updates
- Fletcher – Autism Collaborative Center & Children's Institute, work to be completed in December
- New EMU/UM Credit Union in Student Center
- Next state capital project is COT- programming 50% complete. Looking at Jones/Goddard as part of COT reno/build, 2-phase local capital matching, run together, then dove-tail later

- CHHS is third proposed project. Concentrating on Warner with HPHP programs; how they utilize the space

b. Capital Funding

- See **IV. Facilities Projects, b. Capital Funding**

c. IT Projects

- No major updates
- Computer refresh upgrades December, Fridays, weekends, and breaks, expect to finish May 2017
- How was the technology selected? The EEFC conducted faculty surveys and standardized equipment was determined for the classrooms.
- Change touch panel vendor because of support problems
- Height adjustable carts? Look at this issue on a room-by-room basis
- Assessment of last 7 years, assessment for next 7 years
- Schedule in particular rooms for accessibility challenges
- FY17 Upgrades:
 - Wireless installs – Briggs, Terrestrial & Aquatic Ecology Research Facility, Pease, Power Plant, Rynearson, and Coatings Research Institute
 - VOIP installs – Brown/Munson, Hover, Physical Plant, Pease, and Coatings Research Institute
 - Student Printing Kiosks
 - B/W Printing: Crossroads Marketplace, EMU Student Center, Phelps/Putnam/Sellers/Walton, Pray-Harrod, Alexander, Sill, Roosevelt, Porter, Marshall, Strong, Mark Jefferson, and McKenny
 - B/W Printing, Color Printing, Poster Printing – Halle Library
 - EduRoam Availability – instituted in mid-October, allows EMU students, faculty and staff to use their NetID and password to authenticate to the EduRoam wireless network at other participating universities & colleges across the nation. Also allows guests from other participating universities & colleges to connect to the EduRoam wireless network on EMU’s campus using their home credentials.
 - New Guest Wireless in Planning

V. Computer Refresh

- No reports from Colleges
- COB’s Trading Room not certain, can funding be used for lab space?
- Computer Refresh historically was funded annually by IT. Labs were selected for refresh based on their age. At the time of the last IT computer refresh, it was seven years between refreshes. Several years ago the computer refresh funds were distributed to the colleges based on their lab usage at that time. These funds are in designated accounts so the funds rollover each year, allowing for the accumulation of necessary funding for equipment. Faculty should contact their Deans to advocate for computer labs.
- **CAS:** No report
- **COB:** No report.
- **COE:** No report.
- **CHHS:** No report.
- **COT:** No report.
- **Library:** No report.

VI. Classroom Technology

- Thought new Federal policy for guess wireless was okay, but working with Legal to fix. Expect to have solution by early Winter semester.
- 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

VII. Other agenda items

- Tech support in COB. Two-pronged approach: more students, and ten staff members. Phone calls in FA16 get data from recording. 6-7 pm has most help calls. Extended hours at start of semester. An Above-Base funding request to restore evening support has been requested.
- Model Classroom Refresh after Computer Refresh. Keep funds same amount, make Classroom Refresh like Technology Refresh, with a regular, rotating schedule. No reason to wait for large for projects, do rotating refresh program with Computer and Room Refreshes done simultaneously.
- Asbestos flooring, do not have an abatement program

VIII. Adjourn

- Meeting adjourned at 4:33 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 (current)

Thursday, December 15 - 3:30 pm to 4:45 pm - 138 Sill