

## Meeting Minutes

Item	Description
Name/Title	Educational Environment & Facilities Committee
Date	October 22, 2015
Time	3:30 – 4:45 p.m.
Location	141 Sill Hall
Attending	<del>Steve Pernecky</del> , Jim Carroll, Susann de Vries, Chris Karshin, Mary Brake, Shawn Quilter, Kathy Stacey, Fraya Wagner-Marsh, John Dugger, Patrick Koehn, Sandy Norton, Jim Egge, Pamela Lemerand, Jackie Wrosch, Bob Densic, Carl Powell, Scott Storrar, Stacie McMullen
Absent	Denise Tanguay, LaVerne Higgins, Steve Pernecky

### Meeting convened by Jim Carroll at 3:30 pm

#### I. Agenda approved

- Moved, seconded, and approved unanimously

#### II. Review and approval of April 16, 2015 meeting minutes

- Moved, seconded, and approved unanimously

#### III. Facilities Projects

##### a. Ongoing Campus Projects

- 2015-2016 Capital Budget handout provided
- Rackham—now in the punch list phase; wrap up by end of October 2015
- Sculpture Studio—new and fully functioning with functional landscaping
- Green Lot 2 w/next year’s capital—complete renovation expanding out to update nearby sidewalks
- Wise Dining Commons 1 and DPS--completed
- Wise Hall shut down; \$11.2 million project, open for Fall 16, complete work over summers of 17 and 18
- Refresh of First Year Center completed
- Ainsley cul-de-sac completed

##### b. 3-Year Capital Plan (see below)

##### c. Capital Funding

- State Capital submission due to Lansing by November 1, 2015
- No change; Strong Hall #1 State Capital request
- Sill Hall #2 request *is being discussed, not yet present or approved by the Board of Regents*
- Buildings selected for capital projects based on age of buildings (Rackham 1938, Sculpture Studio 1951, Strong Hall 1956, Sill Hall 1961)
- Physical Plant tracks asset preservation deferred maintenance across all buildings and all systems; projecting out five years for all buildings across campus
- State Capital Appropriations now capped to \$30 million; EMU’s share is 25%. We need to keep projects at \$40 million range

##### d. IT Projects

- IT Technology Update handout provided
- Summer 15: King Hall (VoIP), Sculpture Studio and Shipping & Receiving (wireless & VoIP), Village Apartments (wireless)

- Adobe University license annual subscription—every university owned machine is licensed to run Acrobat Pro; Adobe Creative Cloud can be installed on 25% of university computers
- Halle Library—mobile lounge
- Student Center Computer Lab closed; student print kiosk remains
- Honors College coming up online
- Will be working on University House
- R25 scheduling system to be updated to 25 Live—biggest change is for Apple users; everyone will have the same interface
- Several resignations within IT
- Future upgrades—push VoIP completion to FY18 and wireless upgrades will be funded in FY17
- Campus networking equipment \$2.5 million per year

#### e. Classroom Technology

- Summer 15: Completed Porter and 11 Strong Hall upgrades
- 74% of 350 classrooms converted with 100 to go—50 Summer '16, 50 Summer '17; EEFC will decide if this will still be the schedule
- Once classrooms scheduled, IT will work with faculty representatives to plan equipment and placement/installation
- Schedule originally laid out based on higher use rooms given priority. Schedule adjusted based on EEFC input. Not much shuffling left to do since we are towards the end of the list
- This will be an ongoing process, which starts over in 2018—50 classrooms per year for seven years.
- 12 print kiosks on campus
- Mobile app available for classes, grades, registration, etc
- Google apps for education—email
- Microsoft for Office for Windows or Apple free download available for staff and students

#### IV. Computer Refresh

- Allocate portion of \$150k to different colleges for refresh efforts which is managed by Associate Deans. Funds are in D-funds so that it rolls over year-to-year

#### V. Classroom Scheduling

- 25 Live discussed above

#### VI. Other agenda items

- Classroom Refresh Proposal (handout from Bob Densic)
  - Fixtures and furnishing to make a successful learning environment
  - Map out 10 to 15 year refresh cycle that becomes a staple of the Capital Budget. This plan allows equipment into the classrooms when it is needed, not when the State provides funding.
  - This does not address lecture halls

#### VII. Adjourn

- Meeting adjourned at 4:40 pm

Fall Term Meeting Schedule/Locations:

Thursday, October 22 - 3:30 pm to 4:45 pm – 141 Sill Hall (**current**)

Thursday, November 19 - 3:30 pm to 4:45 pm – 113 Marshall

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