

FACILITIES PLANNING SPACE SUB-COMMITTEE to University Space Committee MEETING NOTES

September 28, 2016

Members in attendance: Carol Dietz, Kris Willis, Rich Bretz, Tom Bonda, Debbie Nixon, Caragh Rose, Martha Wong, Rory Hill, Jennifer Dillon, Jim Burke, Nick Santilli

Action items are highlighted with this symbol: ●

1. Meeting Notes from the previous meeting were accepted. No additional comments.
2. Introduction of new members: Jennifer Dillon, from the Finance Office and Nick Santilli, from the Academic Administration have joined the committee. It was noted that Mark Storz has been appointed as this academic year's CAS faculty rep. ●Carol will get in touch with Mark to welcome him to the committee.
3. Project work completed and moves concluded over the summer were reviewed.
 - Summer projects: Boler Masonry, O'Malley Center, Belvoir Parking Lot, Campion Hall bedroom furniture
 - Director for Title IX and Title IX Investigator offices in AD Bldg
 - Exercise Science equipment in W116, DSC
 - Burton Morgan classroom grant to be designed in Library
4. The Classroom Condition Inventory was completed in August with the assistance of several committee members' assistance. The Classroom Condition Inventory documents the physical condition and types of finishes and furniture as well as identifies the type of AV in all instructional spaces on campus, and is used as reference for the Registrar and the Facilities Department.
5. The Facilities Planning Space Sub-committee is the working group to make recommendations to the main Space Committee. The Space Committee is comprised of the University VP's: Provost, Student Affairs, Advancement, Enrollment, and Finance; Marty Hendren, Registrar; Carol and Kris. The next scheduled meeting for the Space Committee is October 11th. There are other monthly meetings scheduled for the Space Committee.
6. An overview of the sub-committee's initiatives for FY17 as briefly reviewed.
7. Caragh advised that she will leave the sub-committee; however, Martha will continue now that she has fully transitioned in her position as Catalog/Scheduling Coordinator.

Next meeting: TBA; proposed dates sent via Doodle Poll

Meeting Notes recorded by Kris Willis. Please review and notify of any necessary corrections.