FACILITIES RESOURCE COMMITTEE

Minutes

Tuesday October 12, 2004

Present: Jannet Vreeland (Chair), John Nelson, Donna Brown, Mike Simons for Steve Zink, John Walsh for Buzz Nelson, David Hansen, David Lupan, Marsha Read, and Gary Bishop.

Excused: Ron Zurek.

Absent: None.


Action Items:

A. MINUTES: The minutes of the September 14, 2004 meeting of the Facilities Resource Committee were approved as written.

B. RENOVATION PROJECT LIST - STATUS REVIEW: John Walsh presented a status list of renovation projects over $25,000 for the committee’s review.

C. POLICE SERVICES – REQUEST FOR SATELLITE OFFICE AT NELSON BUILDING. Jannet Vreeland indicated that the request was approved by Provost Frederick.

D. ARTEMESIA BUILDING – SPACE REQUEST FROM HUMAN RESOURCES: Gena Jones presented a proposal to allocate the space in the Artemesia Building to be vacated by Purchasing to Human Resources. The proposal would provide additional office space for HR personnel, and allow personnel files currently located in the hallway to be located to a more secure location within the building. The proposed allocation would provide space for training, employee testing, and staff meetings. Jannet Vreeland indicated that she would forward the request to Provost Frederick for his review.

E. CONTINUING EDUCATION BUILDING – REMODEL OF ROOM 225: The committee reviewed a request from Continuing Education to renovate room 225 into offices. The committee approved the request.

F. NELSON BUILDING – REMODEL OF ROOM 118 FOR EARLY HEAD START: The committee reviewed a request from Continuing Education to renovate room 118 into two infant/toddler classrooms that will accommodate 16 children. The committee approved the request.

G. MODULARS AT SCHOOL OF MEDICINE – NAME DESIGNATION: The committee reviewed a request from the School of Medicine to name the new modular facilities “Pennington Annex”. The committee approved the request pending review with the Pennington donors.

H. RAGGIO BUILDING – A/V UPGRADES TO 4001 AND 4118: Mike Simons reviewed with the committee a request to upgrade the computer classroom 4118 and the 4001 area of the fourth floor of the William Raggio Building. The committee approved the request.

Update Items:

A. WICHE RELOCATION TO APPLIED RESEARCH FACILITY: Jannet Vreeland reported that the WICHE office will be relocated to the Applied Research Facility by the middle of October.
B. **PRACTICE FIELDS - SCOREBOARDS:** Jannet Vreeland reported that the request is on hold for updated information from Buzz Nelson.

C. **NEW SPACE IN PROCESS – SUMMARY REPORT:** Gary Bishop distributed a summary of the new space in process for the review of the committee.

**Discussion Items:**

A. **STORAGE ON CAMPUS – NEW STORAGE FACILITY AT NORTH CAMPUS:** The committee decided to table the discussion of this agenda item until the December meeting.

B. **COMPUTER CLASSROOMS ON CAMPUS:** The committee discussed with Mike Simons a concern that there is a growing need and requests for centralized computer classrooms on campus, that would contain 25-30 stations, and would cost about $100,000 to set up. The committee also discussed possible locations on campus for such a facility, including William Raggio and Savitt.

C. **FOX BUILDING – PHYSICAL PLANT SPACE CONSOLIDATION:** Jannet Vreeland advised John Walsh that the space currently occupied by the Physical Plant Custodial Staff on the first floor of the Fox Building may need to be vacated if the need to allocate the space to other university functions is determined.

**Pending Requests:**

A. **NELSON BUILDING – REQUEST FOR SPACE FOR HD&FS.**

B. **STUDENT SERVICES – REQUEST FOR STORAGE SPACE.**

C. **UNIVERSITY PRESS – RELOCATION FROM MORRILL HALL.**

D. **STUDENT SERVICES REALLOCATION PLAN:**
   - **STUDENT CULTURAL DIVERISTY – REQUEST TO RELOCATE.**
   - **DISABILITY RESOURCE CENTER – REQUEST FOR ADDITIONAL TESTING SPACE.**

**NEXT MEETING:** The meeting of the Facilities Resource Committee scheduled for November 9, 2004 has been cancelled. The next scheduled meeting is December 14, 2004, from 2:30-4:30pm, in the Phillips Conference Room - Clark Administration Building.

**cc:**
President Lilley  
Executive Vice President and Provost Frederick  
Vice President Ellis  
Associate Vice President Cathey  
Richard Greifrath, Reference Librarian, Getchell Library  
Academic Leadership Council  
Facilities Resource Committee Members