FACILITIES RESOURCE COMMITTEE

Minutes

Tuesday March 10, 2009

Present: Steve Mischissin, John Sagebiel, Elliott Parker, Troy Miller, Ken Palm, Marsha Read, Stephanie Woolf, Gary Bishop and Jannet Vreeland.

Excused: Chuck Price, David Lupan, Steve Zink, Ron Zurek.

Absent: None.

Visitors: Greg Mosier, College of Business
Gracie Bartholet, NSBDC
Richard Bartholet, NSBDC
Charlene Hart, CABNR
Jerry Marczynski, Student Life
Jerry Ceppos, Journalism
Buzz Nelson, Facilities Services
John Walsh, Facilities Services
George Fernandez, CRDA
Melisa Choroszy, Admissions and Records

Action Items:

A. **MINUTES:** The minutes of the February 10, 2009 meeting of the Facilities Resource Committee were approved as written.

B. **RENOVATION LIST – REVIEW OF PROJECTS OVER $25K:** Steve Mischissin reviewed with the committee the renovation list for projects over $25,000.

C. **SIGNAGE POLICY AND STANDARDS:** The committee deferred review of campus signage policies and standards until the April, 2009 meeting of the committee.

D. **SOM – HEALTH SCIENCES REVIEW:** The committee deferred review of the review of the Health Sciences Facility until the April, 2009 meeting of the committee.

E. **SOM – SAVITT MEDICAL LIBRARY: E. L. CORD SIGNAGE IN ROOM 108A:** The committee deferred review of this request until the April, 2009 meeting of the committee.

F. **SARAH FLEISCHMANN BUILDING – CRDA SIGNAGE:** Steve Mischissin reviewed the changes for the directory signage for CRDA with the committee. The committee approved the proposed signage.

G. **REYNOLDS SCHOOL OF JOURNALISM – PROPOSED RENOVATION:** Buzz Nelson and Jerry Ceppos reviewed with the committee a proposal to renovate RSJ and upgrade the technology in the facility. The committee approved the renovation plan, but expressed concerns with proposed exterior signage, and asked Buzz and Dean Ceppos to consider other options for the signage and return to the committee with alternate proposals. The committee also asked Dean Ceppos to verify if the Reynolds Foundation will be funding maintenance for IT.

H. **THOMPSON – DISABILITIES RESOURCE CENTER RENOVATION PROPOSAL:** Melisa Choroszy reviewed a proposed allocation plan for TSS involving the DRC, Trio and the Tutoring Center. The committee approved the proposal.
I. JONES VISITORS CENTER – REQUEST FOR SPACE FROM INSTITUTIONAL ANALYSIS: The committee reviewed and approved a request from IA to relocate to JVC 101 from JVE 103.

J. SCRUGHAM ENGINEERING – C&EE REQUEST TO RENOVATE SEM 125-127: The committee reviewed and approved a request to renovate lab rooms SEM 126, 126 and 127.

Update Items:

A. LAWLOR – ICA BANNER: Further discussion of the ICA banner at Lawlor has been deferred until Keith Hackett returns to discuss this proposal.

B. SPRING 2009 INSTRUCTIONAL UTILIZATION DATA: Gary Bishop reviewed with the committee instructional utilization data for Spring Semester 2009. Gary noted that classroom utilization is up to 95 Percent for SP09 from 87 Percent in SP08, and that utilization at peak periods of the week is approaching 200 Percent of Regent’s standard.

Discussion Items:

A. UTILIZATION AND SCHEDULING OF DEPARTMENTALLY ASSIGNED ROOMS: Jannet reported that the sub-committee met and developed a list of rooms to review. When the review has been completed the sub-committee will report its findings to the main committee.

B. SPACE REQUEST FORM - REVISIONS: Jannet Vreeland reported that minor revisions to the committee’s space request form had been approved and implemented.

Pending Requests:

- COBA – REQUEST FOR MATH CENTER SPACE
- COBA – REQUEST FOR STORAGE IN GETCHELL – HOLD FOR GL REPORT
- BIOLOGY – REQUEST FOR LIFE SCIENCE SPACE IN FLEISCHMANN AGRICULTURE
- HDFS – REQUEST FOR USE OF CHHS SPACE IN SARAH FLEISCHMANN
- FACILITIES SERVICES – SPACE IN GETCHELL LIBRARY – HOLD FOR GL REPORT
- CS&E – REQUEST FOR SPACE IN GETCHELL LIBRARY – HOLD FOR GL REPORT
- ART DEPARTMENT – SPACE IN GETCHELL LIBRARY – HOLD FOR GL REPORT
- UNDERGRAD RESEARCH OFFICE – SPACE IN GETCHELL LIBRARY – HOLD FOR GL REPORT
- V.P. RESEARCH – OFFICE FOR HUMAN RESEARCH PROTECTION STAFF – ROSS HALL.
- UNAE SPACE PROPOSAL
- CRD&A – SPACE IN GETCHELL LIBRARY – HOLD FOR GL REPORT
- COOPERATIVE EXTENSION – STORAGE NEEDS ON CAMPUS.
- REDFIELD BUILDING – MAP REQUEST FOR OFFICE SPACE.
- UNIVERSITY PRESS – RELOCATION FROM MORRILL HALL.
- STUDENT SERVICES REALLOCATION PLAN:
  - STUDENT SUCCESS SERVICES – REQUEST TO RELOCATE – AVP SS.
  - DISABILITY RESOURCE CENTER – REQUEST FOR ADDITIONAL ALT. TESTING SPACE.

NEXT MEETING: The next scheduled meeting of the Facilities Resource Committee is April 14, 2009, from 2:30-4:30pm, in the Phillips Conference Room – Clark Administration Building.

cc: President Glick
    Vice President Ellis
    Associate Vice President Cathey
    Richard Greffrath, Reference Librarian, Getchell Library
    Academic Leadership Council
    Facilities Resource Committee Members