



Space Allocation Committee Meeting Agenda | July 2014

Discussion

- Review OP
- Review Process
- Budget Overview
- Summary of out-of-cycle approvals
 - UIL
 - Ethics Center
 - Worldwide eLearning

New Business

ASFR – Additional Office Request

Requestor: Janessa Walls

Request Date: 7/14/2014

POR: Received

Scope: Will hire additional staff within the next two years. Requestor stated that the project would not need to be address until FY2015 or FY2016 initially. Update shows the need for space for 14 employees (12 FTE, 2 PTE).

Old Business

Student Resolutions

Requestor: David Abercia

Request Date: 5/21/2014

POR: Received

Scope: The expanded scope of responsibilities is the primary catalyst for review of staff workloads and responsibilities including SACs requirements related to the processes of resolving student complaints impact staff responsibilities. Case loads and compliance with these requirements are used to project future staff. Space is needed to house 3.5 employees (3 FTE, 0.5 PTE)

Upward Bound

Requestor: Jesse Jalomo

Request Date: 6/12/2014

POR: Received

Scope: Anticipating growth due to application of a 4th TRiO grant. Space is needed to house 26 employees (8 FTE, 18 PTE)

TTU Press

Requestor: Latisha Roberts

Request Date: 6/13/2014

POR: No

Scope: Considering moving storage from Chicago in September and will require around 13,500 ASF with dust control. One office and a packing room would also be necessary.