

# SPACE ALLOCATION COMMITTEE

Meeting Agenda | May 22, 2015

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**Committee Chair:** Noel Sloan

**Committee Members:** David Dorsett, Kent Meredith, (Juan Munoz), Rob Stewart

**Facilitators:** Sean Childers, Kate Haenchen, Brandon Hennington

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## I. Discussion

a. Approval of Minutes

*The first order of business was to accept the minutes from the April meeting. Kent Meredith moved to approve the minutes as presented. Noel Sloan seconded; the motion was adopted.*

b. Space Model Budget Overview

*The Space Model Budget was presented. There is a total of 2,085 square feet available to allocate as swing space. The target amount of swing space is approximately 4,300 square feet. There had been no changes to these numbers since the April meeting.*

c. Financial Budget Overview

Banner Balance	\$ 300,000.00
Contingency	\$ 15,000.00
<b>Total</b>	<b>\$ 285,000.00</b>
Encumbered	(\$9,200.00)
<b>Available to Allocate Total</b>	<b>\$ 275,800.00</b>

*The SAC Budget was presented for the first time, since the first allocation of committee funds was completed in the April meeting. Use of these funds is intended to assist in move costs and minor renovations.*

## II. Open Request Updates

a. Center for Undergraduate Infrastructure Research and Education (CUIRE)

*There has not been a space identified for this group yet, however a few options have been developed to present to the client. We expect that when the PI comes to campus the project will move much quicker.*

b. Center for Global Communication

*This project has been presented to the committee, yet a space for this group has to yet been identified. Options and additional information will be presented at the June meeting.*

c. Center for Humanities

*Similarly, this project has been presented to the committee, yet a space for this group has to yet been identified. Space in the Library was discussed due to need for this group to be located centrally. Options and additional information will be presented at the June meeting.*

d. Pending Request Log

- i. Center for Academic Engagement (Provost)
- ii. Communication Tutoring Center (Provost)
- iii. Ombudsman (Provost)
- iv. TTU Press/Southwest Collection
- v. HPCC Solutions

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- vi. Student Resolutions
- vii. Upward Bound
- viii. ASFR

*These projects were presented as requests that have not been addressed or solved currently.*

## III. Informational Projects and Requests

- a. Human Sciences, Nutrition Temporary Lab Space  
*These projects w Dr. Hegde and Dr. Dhurandhar require temporary lab space for a grant funded by a private investor while their planned labs (HUSC 00401) are under construction. A space has been identified for temporary use until their lab is complete in August/September. Dr. Zak identified room 00214 in Biological Sciences.*
- b. El Paso Union Depot  
*Additional square footage (8,500 SF) was added to the El Paso Union Depot where the Architecture program has a satellite campus. In further research, the additional square footage was included in the initial lease on 2013 but was not utilized until this summer.*
- c. East Loop Storage Lease  
*A small amount of square footage (384 SF) was contracted and leased to an internal entity through the VPR. This is high-bay space in the East Loop Research building.*
- d. TTU-ISD Office Space  
*TTU-ISD is growing their operation and expanding their market and will therefore need to hire additional staff. They have made requests based on their plans for additional personnel in FY2016 and FY2017. Presently, these requests are too large for the available space on campus and the committee discussed leasing property as an option for this group.*
- e. TCEQ Request  
*Dr. Fedler maintains a TCEQ tower requiring a 40'x40' areas with power and water utilities. A few locations have been recommended by the committee, and Dr. Fedler will review and make a recommendation based on feedback from TCEQ. His final recommendations will be presented to the committee.*
- f. Administration Office Exercise
  - i. 00244 and 00201  
*These images were a study to show how the spaces could be used to maximize office space in the building, should it be needed. These requests are not current recommendations, however may be helpful for future space solutions needed at the core of campus.*

## IV. New Space Requests (Require Votes)

- a. KTTZ Temporary Space Update  
*The time limit on the request for space for KTTZ storage had expired, and therefore the occupant was asked to fill out additional justification. They requested for permanent use of the space rather than a temporary allocation. Kent Meredith moved to approve the request for use of the space*

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*for a year, pending the TTU President does not need the space to meet other university needs. Rob Stewart seconded; the motion carried.*

b. Payroll Storage Doak Hall Safety

*Payroll currently has one room of storage on the second floor of Doak and is requesting use of additional rooms. The second and third floors of Doak are uncopiable, but have previously been used for storage. Noel Sloan moved to use to space for storage for three years so long as it is approved by EH&S. David Dorsett seconded; the motion carried.*

c. Wind Energy Classroom

*A&F in Drane needed to be reconfigured in order to consolidate space and strategically align departments under new leadership. This requires relocating a few groups outside of the A&F area (Operating Policies and Procedures, and Official Publications. Kent Meredith moved to approve the relocation and reallocation of space between departments. David Dorsett seconded; the motion carried.*

d. Drane Hall Space Optimization

**V. Adjournment**

Next meeting is Friday, June 22, 2015