

SPACE ALLOCATION COMMITTEE

Minutes | June 26, 2015

Committee Chair: Noel Sloan

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

Facilitators: Sean Childers, Kate Haenchen, Brandon Hennington

I. Discussion

a. Approval of Minutes

The first order of business was to accept the minutes from the May meeting. Kent Meredith moved to approve the minutes as presented. David Dorsett 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
Total	\$ 285,000.00
Encumbered	(\$9,200.00)
Available to Allocate Total	\$ 275,800.00

The SAC Budget was presented. There were no changes to the budget from the May meeting. Use of these funds is intended to assist in move costs and minor renovations.

II. Open Request Updates

a. Payroll Storage Doak Hall Safety

Payroll requested additional storage on the second floor of Doak Hall. Previously, a small amount of space had been allocated for box storage. Based on the reports from the Fire Marshall, no additional space is able to be allocated for storage in Doak Hall until further updates have been made. Additional storage options will be explored to meet the need of this group.

b. Wind Energy Classroom

The greatest issue with the selection of classrooms for this group is technology, software and permissions. The group is working with IT and HPCC for additional options. ODPa will work with ASFR and some of the colleges to discuss the potential to share academic spaces. When the department begins to show demand for a dedicated space, the committee will then reevaluate the allocation of space.

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

There are no updates to this request since the May meeting. There has not been a space identified for this group yet, however a few options have been

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developed to present to the client. We expect that when the PI comes to campus the project will move much quicker.

- d. Center for Global Communication
Current discussions are still taking place in the Provost's office. Space has been allocated in the Media and Communication building, though the group will be independent of the College of Media and Communication.
- e. Pending Request Log
 - i. Center for Academic Engagement (Provost)
 - ii. Communication Tutoring Center (Provost)
 - iii. Ombudsman (Provost)
 - iv. Southwest Collection
 - v. TCEQ Request
 - vi. TTU-ISD Office Space
 - vii. HPCC Solutions
 - viii. Student Resolutions
 - ix. Upward Bound
 - x. ASFR

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

III. Informational Projects and Requests

- a. Art Program Relocation from Junction to Fredericksburg
The program was scheduled to be moved from one campus to another. The School of Art was not prepared on either end of the move. Therefore, an additional project to move the program from Junction to Fredericksburg will need to be administered in the next year, or as soon as leaderships decides.
- b. Phi Beta Kappa\Pre-Professional Health Careers
Rumors of changes for this group have surfaced in recent weeks. The committee discussed the need for all groups to follow the protocol for the allocation of space as well as the changes necessary.
- c. Media & Communication Renovation Request
The Dean of the College of Media & Communication requested for space to be optimized to develop more office space. Since there had been so much change and discussion of this building, the information was brought to the committee for informational purposes.
- d. TTU Press
Additional options for TTU Press have been highlighted as potential locations for office and storage space. More details will be presented to the committee in the July meeting for a vote.

IV. New Space Requests (Require Votes)

- a. PSS Swing Space Extension
Substantial completion for the Plant and Soil Annex has been postponed from mid-August to mid-September. This is a request for the Plant and Soil Science to remain in their current swing space until the completion of the new building. Noel Sloan moved to extend the allocation. David Dorsett seconded; the motion carried.
- b. Drane Hall Space Optimization Updates
 - i. Official Publications

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- ii. Operating Policies
- iii. Center for Humanities
- iv. Birgit Green

These requests are additional changes to the Drane Hall reconfiguration project. Noel Sloan moved that the proposed changes be allocated pending the needs of Operating Policies and Official Publications, and options for Humanities and Birgit Green be presented to the occupants for review. David Dorsett seconded; the motion carried.

V. Adjournment

Next meeting is Friday, July 24, 2015