

# SPACE ALLOCATION COMMITTEE

Meeting Minutes | January 29, 2016

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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

**Absent:** Rob Stewart

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## I. Discussion

### a. Approval of Minutes

*The first order of business was to accept the minutes from the September 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 2,221 square feet available to allocate as swing space. The target amount of swing space is approximately 4,300 square feet. The approximate amount needed to address the space needs across campus is 56,830 square feet.*

### c. Financial Budget Overview

Banner Balance	\$ 396,856.66
Contingency	\$ 15,000.00
<b>Total</b>	<b>\$ 381,856.66</b>
Encumbered	(\$38,830.20)
<b>Available to Allocate Total</b>	<b>\$ 343,026.46</b>

## II. Open Request Updates

### a. Pending Request Log

- i. Center for Undergraduate Infrastructure Research and Education (CUIRE)
- ii. Southwest Collection
- iii. TTU-ISD Office Space (Permanent Solution)
- iv. HPCC Solutions
- v. Student Resolutions

### b. Tabled Request Log

- i. Ombudsman (Provost)

## III. Informational Projects and Requests

### a. SAC Dashboard

*Discussion regarding the addition of E&G square footage over the course of the next academic year was presented to the committee in explanation of the maintenance of the space deficit for the university. The committee discussed many of the details that may affect the deficit and the importance of monitoring the changes across campus (specifically highlighting swing space and the vacated space soon to be vacated by the new occupants of the*

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Meeting Minutes | January 29, 2016

*TTU System Building). The differing types of space and strategic responses for renovations and changes were discussed (teaching, office and research space).*

*Updates for the General Purpose Classroom project were discussed. The committee discussed the need for rebranding, reduction of cost, differing metrics and ROI data in conjunction with the effect these classrooms have on the overall campus SUE score. The committee recommended that ODPa move forward keeping these goals in mind and top report back with recommended changes.*

*An early model for research space scoring methods (to classify the efficiency and usage of associated research space) was discussed by the committee to highlight many of the considerations needed for present maintenance and potential future growth in this space category. Noel Sloan requested additional information and feedback about the scoring process, and also recommended that the Office of the Vice President for Research participate in the scoring development process.*

- b. **Athletics Temporary Weight Room to Student Rec Center**  
*Athletics is requesting temporary space for the weight room currently located in the Athletic Training Center (White Bubble). This building will need to be vacated following the last track meet of the season (late February) and the new space will not be available until Spring 2017. They need a room approx. 5,000-7,000 in size. There is a possibility that space will need to be leased to accommodate their specific needs.*  
**\*\*Update:** *Due to weather damage, the bubble was vacated over the winter break and the weights will be housed in the Student Rec Center until the new facility is finished.*
- c. **Bayer Plant Science Building Name Issue**  
*In February of 2015, the Board of Regents voted to name both the new Bayer Plant Science Building and the old Ag Plant Science Building the same, Bayer Plant Science. This poses a problem for the internal data maintenance, as well as many other operational issues. Though the project format did not indicate the construction was intended to be an addition to the old building, the committee requested that the naming convention be reviewed with the building occupants to find a workable solution.*
- d. **Commencement Coordinator Space**  
*This space allocation was intended to be temporary as the new employees began to settle into this role. The committee recommended bringing the topic up in May following commencement for additional discussion.*
- e. **McClellan Hall/Drane Relocation**

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Meeting Minutes | January 29, 2016

*This request highlights the changes recently made in response to the change in leadership in the President's Office. Dr. Nellis was relocated to McClellan Hall and Dr. Balch was relocated to Drane Hall into space previously categorized as swing space.*

f. Free Market Institute

*Dr. Powell requested the use of the Development Building for the Free Market Institute following the relocation of the Development Office to the System building. The need for space begins in the fall term when new faculty will arrive. The committee requested that all requests for vacated System space be gathered and presented at a later date in order to evaluate global needs in the allocation of available core campus space.*

g. OLLI

*The Osher Lifelong Learning Institute requested a dedicated classroom for 40+ in a easily accessible building on TTU Campus, preferably the TTU Plaza building. Noel Sloan recommended that the agreement with the institute be evaluated to see if there are specifics about the type of space needed. Following gathering that information, the committee recommended a variety of spaces of campus with both ease of access and parking.*

## IV. New Space Requests/Funding (Require Votes)

a. Human Sciences Office Space

*The Department of Nutrition has requested space for the development of a clinic for 2-3 full-time employees participating in the research institute. The College of Human Sciences already occupies clinic space in the TTU Plaza building that could provide shared support space, like conference, break and other spaces. The department was allocated Suite 00302, the remaining available space in the TTU Plaza building.*

## V. Adjournment

Next meeting is February 26, 2016.