

SPACE ALLOCATION COMMITTEE

Minutes| August 26, 2016

Committee Chair: Noel Sloan

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

Facilitators: Sean Childers, Kate Haenchen, Brandon Hennington

All were Present

I. Call to Order

Approval of April Minutes

The first order of business was to accept the minutes from the June meeting.

Kent Meredith moved to approve the minutes as presented David Dorsett seconded; the motion was adopted.

II. Committee Resource Updates

- a. SAC Dashboard
- b. Space Model Budget Overview
- c. Financial Budget Overview

Banner Balance	\$ 385,597.57
Contingency	\$ 15,000.00
Total Budget	\$ 370,597.57
Encumbered	\$0.00
Available to Allocate Total	\$ 370,597.57

III. Open/Pending Requests

- a. Pending Request Log
 - i. Center for Undergraduate Infrastructure Research and Education (CUIRE)
 - ii. TTU-ISD Office Space (Permanent Solution)
 - iii. HPCC Solutions – Data Center
 - iv. Student Resolutions
 - v. Graduate Student Center Alternate Location
- b. Tabled Request Log
 - i. Ombudsman (Provost)
- c. No POR
 - i. HPCC Office Space Request

IV. Old Business

- a. Southwest Collection Storage Location

The Southwest Collection is in the process of leasing a 10,400 SF building on the south loop to support additional storage. The lease has been approved by the BOR and is currently in contracting. When the building specifics have been addressed, the building will be added to the facilities inventory for the term of the lease.
- b. OP 61.06: Teaching Space Change Additions

Recommended changes were briefly explained and the OP will be distributed following the meeting for review.

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- c. Raider Room FY 2017 Selection
Details were asked to be redistributed for review. The furniture survey is underway and will continue through 9/2/2016. Additional details for the focus group will be presented to the committee in the coming months.

- d. System Backfill Project Updates
The most recent option for the System Backfill project was presented. The conversation quickly lead to the need to meet with individual groups in order to provide more feedback for the proposed allocations. The option will be distributed to the committee and subsequent meetings are to be held with groups individually to discuss further:
 - Juan Munoz & Patrick Hughes*
 - Rob Stewart & Genevieve Durham-Decesaro*
 - David Dorsett & Guy Loneragan*

- e. ADA Request VPA Holden Hall – Todd Phillips
ADA accommodations have been requested by Human Resources for an employee of the College of Visual Performing Arts. This individual needs first floor access until the end of December 2016 when the elevators will be fixed. CVPA was able to accommodate this request in their existing footprint with additional support for meeting spaces.

V. New Business (Require Votes)

- a. New Petroleum Engineering Building at East Loop – Operations
The Petroleum Engineering Department is requesting academic space (East Campus Oilfield Technology Center) on the College of Engineering land on the East Loop. Metal building is approx. 4,800 SF and will be donor funded. Additional information will be provided to the committee as it becomes available.

- b. Student Food Pantry – Mike Gunn
Center for Campus Life requesting space to house food pantry. Need an office, showroom with lobby seating and storage space. Also, access to a sink. Potentially, need to power a commercial refrigerator. Requesting approx. 500 SF. This operation will replace duplicate efforts on campus, centralize the resource and provide central regulation. Juan Munoz recommended visiting a few locations in Doak and Complex Dining (Wiggins) and plans to report back to the committee.

- c. Temporary Office Space for Humanities Center – Operations
Operations Division is requesting temporary space for the Humanities Center during construction. The project is projected to last 30 days, therefore the temporary allocation is intended for 30 days. Juan Munoz moved to support the temporary allocation of Drane 00312 and 00306. Noel Sloan Seconded; the motion was adopted.

- d. Physic Student Space (English/Philosophy?) – Zak

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A number of options have been presented to the Physics department to help find appropriate space for their graduate students. We are in the process of reaching out to the Dean of Arts and Sciences to look for additional space in the COAS footprint.

VI. Adjournment

Next meeting is September 30, 2016