

SPACE ALLOCATION COMMITTEE

Meeting Minutes | July 28, 2017

Committee Chair: Noel Sloan

Committee Members: David Dorsett, Kent Meredith, Rob Stewart

Facilitators: Sean Childers, Kate Haenchen, Brandon Hennington

Absent: Paul Frazier

I. Call to Order

Approval of Minutes

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

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

II. Committee Resource Updates

a. SAC Dashboard

This item was not addressed due to no updates.

b. Budget Overview

Banner Balance	\$ 580,072.17
Contingency	\$ 15,000.00
Total Budget	\$ 565,072.17
Encumbered	(\$440,757.36)
Available to Allocate Total	\$ 124,314.81

III. Discussion/Informational

a. System Backfill Project Updates

i. Upcoming Moves

Updates to the schedule and potential dates for summer moves were presented. The committee will be updated as the schedules shift.

b. Emergency Space Identification

The Safety Office has requested information about the creation and maintenance of swing space in conjunction with the emergency operation plan for the University.

The SAC would play a role and relocate activities and departments as needed.

Information to support the initiative was presented and small edits were recommended by committee members before the final draft is shared.

IV. Old Business

a. Space Requests

i. Provost Galyean Research Office

Additional office space for the Provost was requested to house his research endeavors. Upon further review of options in the Administration building, the committee shared information concerning an available office in the CASNR college space. The committee recommended reaching out to the Provost's Assistant to gather more information on potential additional options.

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b. Funding:

i. TTU Plaza 3rd and 4th Renovations

In the previous meeting, the committee requested additional project information for potential justifications of costs and explanation of overall impact. Multiple options of differing price points options were presented, along with additional background information regarding the support and expenses for the System Backfill Project. Noel Sloan moved to approve a general budget of \$10 per square foot for the 35,000 square feet of projects, resulting in \$350,000 for the listed departments. Rob Stewart seconded; the motion was adopted.

ii. CALUE Request Change

In the last meeting space was allocated to CALUE on the second floor requesting space for meetings and group discussions. A digital vote was conducted referencing funding for carpet updates and the removal of a wall:

Carpet Replacement: \$9,271.94

Wall Removal: \$9,500.00

Total Cost Requested: \$18,771.94

A digital vote was sent 7/12/2017. The motion was approved with a unanimous vote to approve wall renovation costs but NOT carpet renovation costs. The department returned the request, asking to replace the carpet in place of the removal of the wall. Noel Sloan moved for neither carpet nor the wall renovation to be funded at this time. Rob Stewart seconded; the motion was adopted.

V. New Business (Require Votes)

a. Building Allocation Updates

i. Drane

In the previous meeting, the committee requested additional project information and suggested departments and additional strategies for who could occupy the building. Three strategies were presented in this meeting. Noel Sloan moved to approve version four, which includes the addition of SOAR and the exclusion of AFROTC. Rob Stewart seconded; the motion was adopted.

b. Graduate Student Center Alternate Location

VI. Adjournment: Next meeting is August 25, 2017

Open/Pending Requests

a. Pending Request Log

i. HPCC Solutions – Data Center

ii. Student Resolutions

iii. Library Additional Stacks Storage

iv. Raider Room IT Support Staff Office

v. Payroll & Tax Renovation and Furniture Funding

b. Tabled Request Log

i. Ombudsman (Provost)

ii. Scheduling Regions & Geography Review