

SPACE ALLOCATION COMMITTEE

Meeting Agenda | April 26, 2019

<https://www.depts.ttu.edu/odpa/SAC/>

Committee Chair: Noel Sloan

Committee Members: Michael Ballou, Cathy Duran, Joseph Heppert, Mitzi Lauderdale, Kent Meredith, Carol Sumner, Rob Stewart

Facilitators: Sean Childers, Brandon Hennington, Lissa Munoz

Absent: Joseph Heppert

Guests: Joshua Barron, Jerry Dolter, Tim Walsh

I. Call to Order

a. Introduction of Guests

i. Student Success and Retention

Joshua Baron prepared a presentation to request three additional office spaces to accommodate 10 additional FTE in Student Success and Retention's allocation in Drane building.

ii. School of Music Scene Shop Moonlight Musical – Lease

Jerry Dolter and Tim Walsh prepared a presentation to request support of utilities in new leased storage/shop facility under CVPA School of Music in the amount of \$1700.

b. Approval of Minutes

No approval of minutes needed of last month's items via digital vote.

II. New Business

a. Space Requests:

i. Student Success and Retention

The SAC elected to grant the addition of one office space, 0228 in Drane, to accommodate the anticipated growth of the program. Noel Sloan moved to approve the space request, Cathy Duran Seconded; the motion was adopted.

ii. School of Music Scene Shop Moonlight Musical – Lease

The SAC elected to grant University financial support of bare utilities only, excluding internet and phone, for two years under contract of MOU. Noel Sloan moved to approve the space request, Carol Sumner Seconded; the motion was adopted.

iii. Development Office

ODPA presented options for minor construction and modification of Development Office Building for optimizing space. The committee collectively agreed to continue with building plans. Additional requests will be presented as needed as the project continues.

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III. SAC Resource Updates

- a. SAC Dashboard
- b. Budget Overview

Banner Balance	\$ 307,138.30
Contingency	\$ 15,000.00
Total Available Funds	\$ 292,138.30
Holding/Encumbered	(\$163,411.65)
Available to Allocate	\$ 128,726.65

- c. Teaching Space Sub-Committee
 - i. Chairs Academy
Chairs Academy discussion in topics of teaching space and Q&A with department chairs.

IV. Discussion/Informational

- a. System Backfill Project Updates
 - i. Upcoming Moves
 - ii. Construction Updates
 - 1. TTU Plaza
 - a. 1st Floor Human Sciences Clinic (Admin 367)
 - 2. Drane Hall
Phase One under construction; Third floor and North 2nd floor impacted.
- b. College Dashboard
 - i. Work Group: Phase Two
ODPA creating work group to identify and build additional data sets to support departments.

V. Adjournment: Next meeting is TBD

Committee Chair, Noel Sloan, proposed to postpone committee meetings over the summer and for next meeting to take place in August. The committee agreed and matters of committee concern will be addressed via digital vote.

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Open/Pending Requests

a. Unofficial Requests

- i. CIO Administration*
- ii. West Hall – Building Space Plan*
- iii. VPA Quonset Hut - Storage Space*
- iv. Psychology –Clinic*
- v. Holden Hall – A&S Backfill*
- vi. Early Childhood Intervention*
- vii. Cheer Team Practice Location*
- viii. Texas Tech Plaza Coffee Bar*
- ix. AFROTC space request*
- x. Student Affairs - Long Term Space*
- xi. SGA Greek Space Request*

b. Pending Request Log

- i. HPCC Solutions Office Space Request***New*
- ii. K-12 Long Term Space***New*
- iii. OLLI Meeting Room*
- iv. TTU Chess Program*
- v. MS Library Science - Program Space Plan*
- vi. Raider Room IT Support Staff Office*
- vii. Holden Hall - SOAR Satellite Offices*
- viii. Payroll & Tax Renovation and Furniture Funding*
- ix. Academic Testing Center*
- x. Red to Black Peer Financial Counseling*
- xi. Education - Research Space Request*
- xii. Student Resolutions*

c. Tabled Request Log

- i. Ombudsman (Provost)*
- ii. Scheduling Regions & Geography Review*
- iii. SOAR Meeting Room Allocations*