

SPACE ALLOCATION COMMITTEE

Meeting Agenda | December 6, 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 and Rob Stewart

I. Call to Order

a. 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, Mitzi Lauderdale seconded; the motion was adopted.

II. New Business

a. Space Requests:

i. National Wind Institute

Anna Thomas requested additional space on the second floor of the NWI for projected growth. The second floor of the NWI building is not available and currently occupied. Once IMAPP is vacated from the second floor, the space will become swing space until a formal decision is made. There are no options to consider at this time and the committee requested to table this initiative.

ii. Space Request Planning

The committee reviewed details of open space requests with competing demands. There were no voting items on this topic.

iii. College of Agricultural Sciences & Natural Resources

1. Masked Rider Pavilion

Dean Brown requested a new (110) Classroom in the new Masked Rider Pavilion project plan. The college proposed repurposing existing space to help offset the teaching space impact by converting 0342 Livestock Arena & Meat Lab (210) Class Lab 00122 to another type of space, transferring academic activity to 0397 Animal & Food Science and (110) Classroom 00102A, and maintain, existing plans for 0133 Ag Education & Communication (110) Classroom 102 to become a Raider Room. The SAC elected to accept the proposal provided by the College of Agricultural Sciences & Natural Resources. Noel Sloan moved to approve, Mitzi Lauderdale; the motion was adopted.

III. SAC Resource Updates

a. SAC Dashboard

- i. Fall 2019 SUE
- ii. Raider Room SUE
- iii. Raider Room Scheduling

SPACE ALLOCATION COMMITTEE

Meeting Agenda | December 6, 2019

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

b. Budget Overview

Banner Balance	\$ 408,726.65
Contingency	\$ 15,000.00
Total Available Funds	\$ 393,726.65
Holding/Encumbered	(\$185,057.33)
Available to Allocate	\$ 208,669.32

c. Teaching Space Sub-Committee

- i. Raider Room Review/Input

IV. Discussion/Informational

a. National Wind Institute – IMAPP

Review of space IMAPP will be vacating before the Spring Semester.

b. Weeks Backfill

Review of upcoming backfill projects initiated by Weeks construction.

c. THECB Executive Summary

Review of the THECB Facilities Inventory Closeout.

d. SAC Documents

i. SAC OP 61.10 Updates

1. (110) Classroom Additions

Updated process for review of new classroom addition on campus through the SAC.

2. Changes to Addition of Space Forms

Updates in Additional of Space; Form A and Space Construction Renovation; Form F.

ii. SAC Request Routing

Process for routing space requests to the SAC after evaluation of a surplus/deficit threshold and routing if requests are not brought directly to the committee.

iii. Furniture Tiers

Office space tiers of furniture package to meet the need of office space, office function, and FTE tier with cost considerations in mind.

e. System Backfill Project Updates

i. Upcoming Moves

1. Women's and Gender Studies
2. TTU Press

ii. Construction Updates

1. Drane Hall

Planning of ADA ramp demolition to take place over winter break.

f. College Dashboard

1. Phase II Workgroup

Discussion of Course Demand Dashboard work group

V. Adjournment: Next meeting is 1/31/2020