

SPACE ALLOCATION COMMITTEE

Meeting Agenda | June 8, 2021

<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: Michael Ballou, Cathy Duran, and Mitzi Lauderdale

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, Rob Stuart seconded; the motion was adopted.

II. New Business

a. Chemistry/Telecommunications Space Transfer

i. MOU Routing

ODPA presented a transfer of space request from Telecommunications, approved by Sam Segran on 5/27/2021, with coordination and approval from Dr. Mechref, on behalf of Chemistry on 5/27/2021 for rooms 006, 00131, 00203, and 00230. Rob Stewart moved to approve the request; Carol Sumner seconded; the motion was adopted.

b. Raider Room Furniture Repair Funding Request

ODPA is requesting funding for repairs for Raider Room furniture. Tabled until specific quotes can be provided to the Committee.

c. TLPDC Swing Space Request – Library Construction

ODPA is requesting temporary use of Drane 00201, 00202, and 00203 by TLPDC Staff while Library 0155 is renovated. Noel Sloan moved to approve the request; Joseph Heppert seconded; the motion was adopted.

III. SAC Resource Updates

a. SAC Dashboard

b. Budget Overview

Banner Balance	\$ 323,949.72
Contingency	\$ 15,000.00
Total Available Funds	\$ 308,949.72
Holding/Encumbered	(\$256,403.59)
Available to Allocate	\$ 52,546.13

IV. Discussion/Informational

a. Space Management Usage Guide Updates

The Committee elected to review this document and updates during the next SAC meeting one the group has had additional time to review. This discussion was tabled.

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b. SAC Schedule

ODPA will coordinate to return to the Committee meeting to the last Friday of every month as a face-to-face with a distance option. The Committee had no alternative feedback at this time.

c. Project Updates

- i. Construction Updates
 - 1. Drane Restrooms
- ii. Relocation Updates
 - 1. N/A

V. Adjournment: Next meeting TBD