

SPACE ALLOCATION COMMITTEE

Meeting Agenda | October 26, 2023

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

Committee Chair: Noel Sloan

Committee Members: Michael Ballou, Joseph Heppert, Cindy Akers, Mayukh Dass, Matt Gregory

Facilitators: Sean Childers, Lissa Munoz, Adrian Zermeno, Sara Brand

I. Call to Order

- a. Approval of Minutes *The first order of business is to accept the minutes for the previous meeting in September. Matt Gregory motioned to approve; Joseph Heppert seconded; the motion was adopted.*

II. New Business

- a. Drane Space Requests
 - i. 217 *Joseph Heppert motioned to approve; Noel Sloan seconded; the motion was adopted.*
 - ii. 165 *Joseph Heppert motioned to approve; Noel Sloan seconded; the motion was adopted.*
 - iii. 252 *Joseph Heppert motioned to approve; Noel Sloan seconded; the motion was adopted.*
- b. NWI Space Request
 - i. 2nd Floor *Projected FTE recruitment of 150 and beyond cannot be right, Professor Emeritus Swift occupying 211B without SAC approval, Joseph Heppert questioned the utilization of this space, more information requested. Noel Sloan motioned to table; Matt Gregory seconded; item tabled.*
- c. TTU Press Storage Request
 - i. A-Plus Storage *Started 9/1/23 without SAC approval, Jennifer Adling is working on getting bids for a master lease with better negotiated terms, gathering data. Noel Sloan motioned to approve; Joseph Heppert seconded; motion was adopted. Add contingency that approval is for this term only and they should work with Procurement 60 days in advance of end of lease term per Noel Sloan.*
- d. Athletics Storage Request
 - i. TSC Storage *Noel Sloan motioned to approve; Matt Gregory seconded; the motion was adopted.*
- e. IG CAST Storage Extension Request
 - i. Discount Self-Storage *Noel Sloan motioned to approve; Joseph Heppert seconded; the motion was adopted.*
- f. CVPA School of Arts
 - i. CASP Leased Space #1 – *Noel Sloan motioned to approve; Matt Gregory seconded; the motion was adopted.*
 - ii. CASP Leased Space #2 – *Noel Sloan motioned to approve; Matt Gregory seconded; the motion was adopted.*
- g. Engineering External Storage Request
 - i. A-Plus Storage – *Joseph Heppert motioned to approve; Matt Gregory seconded; the motion was adopted.*
- h. Hill Country University Center Foundation
 - i. Fredericksburg Lease FY24 – *Matt Gregory motioned to approve; Noel Sloan seconded; the motion was adopted.*
 - ii. Route through TSSC (all remote sites) – *Matt Gregory motioned to approve; Noel Sloan seconded; the motion was adopted.*
- i. Humanities 1st Floor
 - i. Cubicle Relocation – *These cubicles were just moved recently. Request is based on need for area for FERPA conversations. Dean supports this request. Lissa is concerned the cubicles will not fit. Request will*

SPACE ALLOCATION COMMITTEE

Meeting Agenda | October 26, 2023

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

create some electrical needs with expense. Is there a possible hotel space for this purpose? Noel Sloan expressed hesitancy to more again since it is within a year. Cindy Akers proposed they use the space more, up to six months, then re-evaluate. – postpone for now and re-evaluate, used shared space for now Joseph Heppert moved to postpone; Matt Gregory seconded; item postponed.

III. SAC Resource Update

- a. SAC Dashboard – *(removed from presentation)*
- b. Budget Overview

IV. Discussion

- a. Storage Tracking Process *Noel Sloan requested to add a field for description of purpose and items stored. Sean Childers requested to add a field for expected duration.*
- b. Campus Strategic Alignment – *Tabled by Sean Childers until after further discussions with Noel Sloan.*
- c. New Meeting Format
 - i. Proposed as Quarterly – *First month of each quarter, ad hoc as needed, and digital votes when necessary proposed by ODPa. Noel Sloan motioned to approve; Matt Gregory seconded; motion was adopted.*

V. Adjournment: Next meeting TBD