

SPACE ALLOCATION COMMITTEE

Meeting Minutes| April 27, 2018

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

Committee Chair: Noel Sloan

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

Facilitators: Sean Childers, Kate Haenchen, Brandon Hennington

Absent: Elizabeth Sharp

Guests: Peter Martens (CVPA)

I. Call to Order

a. Introduction of Guests

Introductions were made of guests invited to provide additional feedback for requests.

b. 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, Noel Sloan seconded; the motion was adopted.

II. New Business

a. Space Use Changes:

i. Civil Engineering 00005

COE has requested that this class lab be converted into space to support TAs and research assistants. Both the Registrar's Office and ODPa support the decision to convert the space due to low utilization scores and the potential for boosted scores in room 00022. Noel Sloan moved to approve the space use change. Rob Stewart seconded; the motion was adopted.

b. Space Requests:

i. PFP Space Allocation

The Personal Financial Planning Center for Financial Responsibility previously allocated space in the Weeks Halls program is looking for an alternative location. Their research includes community engagement and another location is more advantageous. This request is a suggestion that the PFP Center would be located on the 3rd Floor of TTU Plaza once available. The committee recommended tabling the request for more information.

The possibility of sharing space with Red 2 Black was discussed; a POR will be sent to Cathy Duran and Mitzi Lauderdale to continue the conversation.

ii. HUSC Nutrition Temporary Use

The Human Science Nutrition Clinic is in need of additional space on the 3rd floor of TTU Plaza before they eventually move to the 1st floor. This request is for the addition of rooms 00301, 00301A and 00301B to the clinic until they are relocated later this summer. Noel Sloan moved to approve the allocation. Rob Stewart seconded; the motion was adopted.

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iii. CVPA School of Music Carillon Request

The Baird Memorial Carillon is located in the West Tower of Texas Tech's Administration Building. The practice instrument is currently located in a professor's office. Peter Martens with CVPA and the School of Music attended to provide additional insight and information about the instrument, its use, and the needs of the department. A final decision was not made for the location of the practice carillon; the committee recommended tabling for more information.

III. Committee Resource Updates

a. SAC Dashboard

The dashboards were discussed to show the changes made the overall dashboard layout as well as the increase in swing space due to the relocation of Psychological Sciences staff back into their building from Drane Hall.

b. Budget Overview

Banner Balance	\$417,611.49
Contingency	\$ 15,000.00
Total Available Funds	\$402,611.49
Encumbered	(\$273,470.20)
Available to Allocate	\$129,141.29

Encumbrances:	
Raider Room - FORL 00001 (Alternative Source)	
Raider Room Signs	(\$5,677.00)
AFISM Cubicles	(\$25,098.17)
AFISM Training	(\$6,775.44)
TTU Plaza Security	(\$11,236.84)
Raider Room Technology Lifecycle	(\$224,682.75)

IV. Discussion/Informational

a. Psychological Sciences Updates

Over the holiday break, a flood damaged a large portion do the Psychological Sciences building. The building occupants were vacated and have now returned to the building. The project remains in punch-list and is close to completion.

b. System Backfill Project Updates

i. Upcoming Moves

- Retention & Success from Drane – 5/2/18
- OnRamps – 5/8/18
- CIO Relocation 5/21/18

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ii. Construction Updates

1. Drane Hall

ODPA brought information and details to start the discussions surrounding the renovation and future occupants of Drane Hall. Based on the conversations, the details were tabled to allow for more information to be gathered and for teams to be invited to the SAC.

c. Weeks Hall Updates

Updates on potential occupants to be discussed in continued programing discussions were shared with the committee.

d. Psychological Sciences Addition

Details for the Psychology Addition were shared:

- *4,600 GSF*
- *3,000 ASF*
- *1/3 will be shell space*

V. Adjournment: Next meeting is June 29, 2018

Due to the holiday weekend, the May meeting will be canceled.

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*
- vi. Graduate Student Center Alternate Location Update*
- vii. Academic Testing Center*
- viii. AFROTC*

b. Tabled Request Log

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