



## Space Management Advisory Committee Meeting Minutes

June 19, 2017  
2:30 p.m.  
Location: Reese 524

**Attendees:** Kathryn Horne, Tammie Boyd, Darin Spease, Jeanine Bachtel, Richard LaLiberte, Chip Yensan, Lee Gray, Phil Jones, Steve Coppola, Jim Hoppa, Keith Wassum, Michelle Embry

**Absent:** Jayraman Raja, Jacklyn Simpson, John Storch

### Update on items presented to the Space Steering Committee

The Space Steering Committee recommended that the Veteran's Lounge be temporarily relocated to the Union during the construction of their existing building – no questions asked regarding this recommendation.

*Approved by the Chancellor*

CAB re-purposing – four options presented:

- Attic stock storage
- General storage for various department throughout campus
- Library bound periodical storage
- Student project space (College of Engineering)

*The Masterplan called for a demolition of CAB, the Chancellor does not expect this to happen within the next 10 years and would like to see additional options for use of the building – All current considerations were based upon specific request, if you have any ideas for additional use of CAB, please share with the committee. Note that approximately 2000 square feet of the space is being reserved for auxiliary use today and will continue be used in that capacity.*

### Academic Complex Temporary Space Update

1. Denny occupants will remain in temporary space for Fall Semester
2. Cone 210 will be used as a classroom for the Fall 2017 semester
3. Cone 208 and Union 263 and 265 are being held in reserve until SOAR ends and freshman course registration is known

## **Space Request Presented for Review and Approval - <1000s.f. all parties are in agreement**

1. Financial Services Renovation Reese 2<sup>nd</sup> floor
2. Research Storage space in McEniry
3. Residency Determination in McEniry – temporary space is needed, it has been recommended that 113 be used for one year
  - a. Keith – 113 would be an ideal location for the Greenhouse future use

## **Space Request Received**

1. Center for Graduate Life
  - a. Out of space – requesting to relocate and take over space being vacated by the call center in Cone
  - b. Business Affairs is currently located in this area of Cone
  - c. What are the future plans of Cone?

*Jim request that a comprehensive list of moves and vacancies be compiled – Kathryn will put together a list and share with the committee.*

*A Visioning session will be scheduled in mid-July, the Vice Chancellors and the Advisory Committee will be invited, a presentation of the Space Study results to date will be shared – this will be concentrating on a 5 year plan.*

*The Key Shop is moving out of Cone – so far not formal request have come in for that space.*

2. IT closets in SAC
  - a. Capital identified three spaces as possible locations for the IT closets, none of them are appropriate and additional locations need to be found
3. BES Laundry – Boiler project in Kennedy
4. College of Business – Center City Building Office Space
  - a. Looking ahead the College of Business would like to relocate some Program Directors out of Belk into permanent office space in Center City
5. Student Affairs – Student Conduct Hearing Rooms
  - a. Permanent solution still needs to be found

## **Leased Property Report**

1. We do have some space that is being leased for less than the fair market value.
2. Lease Policy – Statutes are being review by the state – campus policy in with legal for their final review

3. Richard requested a list of all ATM's that are not leased from Keith, Keith will provide this information, they will not be added to the overall list of leased space.

### **Space Studies**

1. Athletics – Women's Swim Team
2. Library Comprehensive Study
3. Cato First Floor
4. Bioinformatics fourth floor
5. Cameron second floor
6. Innovation / Maker Spaces

*Lee requested that the existing space request form be reviewed to verify that all relevant information is being requested – Kathryn will send the form out to the committee for input along with several forms that have been filled out.*

### **Recommendation Action:**

- Reese Financial Services
- McEniry storage
- McEniry – 113 Residency Determination

*Phil moved to accept all three recommendations, Chip seconded the motion – Jim amended the motion to clarify that the 113 use will be temporary – motion passed.*

The meeting was adjourned at 3:40

- *Minutes submitted by Michelle Embry*