

## Campus Space Utilization an Allocation Committee

June 21, 2019

### Members Present:

Yvette Clark	Katherine Williams
Jim Cobb, Chair	Diane Smith
Melissa Bilbrey	Brandi Hill
Rachel Hall	Steven Frye
Megan Atkinson	Mark Stephens, Executive Officer

### Members Absent:

Beth Howard	Janice Branson
Vahid Motevalli	Ada Haynes
Brandon Boyd	Matthew Dexter
Sandi Smith-Andrews	Emma Kenner, student
Samuel Masters	

### Visitor:

Lisa Zagumny  
Mike Gotcher

### Outline of Proceedings:

- Approval of Agenda
- Approval of November 28, 2018 Minutes
- Request from the Biology Department
- Request from the Appalachian Center for Craft

A quorum being present, Mr. Jim Cobb called the meeting to order at 10:05 a.m.

### Approval of Agenda

**Motion.** Katherine Williams

**Second.** Steven Frye

**Vote.** Approved

### Approval of Minutes- November 28, 2018

**Motion.** Mark Stephens

**Second.** Diane Smith

**Vote.** Approved

### **Request from the Biology Department**

The Biology department requests to switch the use of four rooms in Pennebaker, 203, 203A, 203B, and 203C.

- 203 to switch use to house up to four graduate students
- 203A to switch use to a faculty office or storage room for biology specimens (mammal skulls and skins)
- 203B to switch use as a faculty office or storage room for biology specimens (mammal skulls and skins)
- 203C to switch from a storage room to a graduate student “kitchen”

The department is short on space for faculty and space for graduate students. Renovations would attract more graduate students and locate faculty in better offices.

Renovations would come from general university renovation budget and/or College of Arts and Sciences.

Extent of renovations required: Create a second doorway, remove or permanently close the doorway leading to 203 into 203A, replace carpet, add extra electrical outlets for graduate student space.

***Motion.*** Katherine Williams

***Second.*** Brandi Hill

***Vote.*** Approved

### **Request from the Appalachian Center for Craft**

The Appalachian Center for Craft requests to switch the use of two rooms in the Administrative building, 105 and 106.

- 105 to switch use from a dark photography room to use as a working studio to assemble art works
- 106 to switch use from a dark photography room to use as a working studio to store assembled art works

There will be no fume or dust issues as all painting and extensive work will be completed in other locations.

Extent of renovations required: Remove carpeting and unblock the windows that have been blocked.

***Motion.*** Megan Atkinson

***Second.*** Brandi Hill

***Vote.*** Approved

***Meeting Adjourned.***