

Campus Space Utilization & Allocation Committee
September 18, 2015

The Campus Space Utilization and Allocation Committee met Friday, September 18 in the Deans' Conference Room, DBRY 200.

Members present: Janice Branson, Jim Cobb, Brent Cross, Kurt Eisen, Ada Haynes, Brandi Hill, David Huddleston, Holly Mills, Joe Roberts, Sandi Smith, Ken Wiant, Katie Williams

Members absent: Jack Butler, Matthew Dexter, Tracey Duncan, Rachel Hall, Annette Littrell, Jack Matson, Vahid Motevalli, Diane Smith, David Zimmerman

Official Representative: Mark Stephens for Debbie Combs

PROCEEDINGS

Approval of Agenda as Revised

Dr. Stephens requested to add the election of the 2015-16 chairperson under other such matters.

Motion. Dr. Smith moved to approve the agenda as revised. The motion was seconded by Dr. Roberts and carried.

Approval of July 28, 2015 minutes

Motion. Dr. Roberts moved to approve the minutes as submitted. The motion was seconded by Mr. Cobb and carried.

Action on Submitted Space Request

Curriculum & Instruction - Dr. Jeremy Wendt

Request for space in Matthews-Daniel, Room 153.

C&I has a funded virtual technology project that complements the iCube initiative. This space would be utilized for this project.

Dr. Smith gave a brief overview of the space request.

Motion. Dr. Smith moved to approve the request. The motion was seconded by Mr. Cobb and carried.

For future meetings, the person requesting the space will be invited to the meetings.

Subcommittees for Utilization and Allocation Requests

Dr. Stephens presented the proposed subcommittee membership list for Utilization and Allocation requests. Each subcommittee will review the space requests received and present their recommendations to the full committee.

Dr. Stephens stated if, at any time, a member would like to be reassigned to let him know.

Other Such Matters

Election of 2015-16 Chairperson

Dr. Stephens defined the duties of the 2015-16 chairperson and opened the floor for nominations. Dr. Kurt Eisen volunteered to serve as the 2015-16 chairperson.

Motion. Mr. Cobb moved to elect Dr. Eisen. The motion was seconded by Dr. Smith and carried.

Dr. Stephens thanked Mr. Cross for his work in the implementation of the EMS system. He stated that Tracey Black, the new IT person for Academic Affairs, will be taking over this task.

Dr. Eisen stated the need to find a way to keep a current list of available space, who controls it, and a process to inform the campus of available space.

There was some discussion regarding the fact that future space use/requests will be tied to College budgets.

Motion. Ms. Hill moved to adjourn. The motion was seconded by Dr. Sandi Smith and carried.