

# Space Committee Meeting Minutes

October 25, 2021

Location: Zoom Conference Call

Attendees: Betsy Adams, Brian Browning, Dr. Bill Dunne, Jennifer Hardy, Dr. RJ Hinde, Sarah Hoel, Terry Ledford, Dr. Larry McKay, Renee Thomas

Not in Attendance: Mark Alexander, Dr. Hollie Raynor

1. Review and approve meeting minutes from the September 27, 2021, committee meeting.  
**The minutes were approved.**
2. Review action items from 9/27/21 minutes.
  - Dr. Hinde and Brian will do additional follow up with the Executive Budget Committee to determine the best approach for prorating KRSS spaces in HPER.  
**BAM is not currently set up to prorate space; the university will use the current BAM setup for three years, and will then revisit BAM to determine whether modifications are needed.**
  - Dr. McKay will report back to the Committee in October about whether the lockers in Panhellenic have been installed.  
**Installation is still pending; Dr. McKay will update the Committee in November.**
  - Dr. Hinde and Brian Browning will revise the BAM Space Committee Charter to incorporate the changes suggested by the committee previously.  
**The committee reviewed the updated charter and approved sending the updated charter to the Executive Budget Committee for consideration. Brian Browning will send the updated charter to the Executive Budget Committee.**
  - Dr. Hinde and Brian Browning will ask the College of Nursing to send a representative to the October Space Committee meeting to answer questions about the Nursing microbiome lab.  
**This was tabled to November 2021 as the College of Nursing is continuing to revise its plans.**
  - Dr. McKay will notify the School of Art and the College of Architecture and Design about the approval of their space transfer request.  
**This action item is completed.**
  - Dr. Hinde and Brian Browning will work together with members of the Executive Budget Committee to consider a formalized process for handling requests to inactivate space that is currently under renovation.  
**Dr. Hinde and Brian Browning have mentioned this topic to Chris Cimino and Kim McCulloch. Detailed discussions will be postponed to the November meeting.**
  - Dr. Hinde and Brian Browning have requested that ROTC provide more details on how they intend to utilize space in Hoskins.  
**ROTC is preparing more detailed information for the Committee.**
  - Dr. McKay will request that Psychology gather information about space needs and required renovations in Hoskins.  
**Dr. McKay shared a document that summarizes Psychology's needs in response to the space swap proposed by ROTC.**

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3. Review a request from CEHHS to transfer Claxton 226 from the College's Office of Professional Licensure (OPL) to ELPS and to assign Claxton 219 and 220 to OPL.  
**The committee approved the transfer of room 226 in Claxton from the Office of Professional Licensure to the Department of Educational Leadership and Policy Studies. The committee approved the assignment of rooms 219 and 220 in Claxton (vacant at present) to the Office of Professional Licensure. Dr. Raynor will notify both units.**
4. Review a request to change the name of the JIAM building.  
**The committee approved renaming the JIAM building name as the Institute for Advanced Materials and Manufacturing Headquarters. The building abbreviation will change to AMM.**
5. Informational Item Only: Review an electronic vote taken by the Committee on 10/7/21 by which space in the Middlebrook Pike building was assigned for use by Christman to store building materials.  
**The electronic vote by the committee approved the following assignment: The vacant metal warehouse located at 5707 Middlebrook Pike will be assigned for use by Christman to store building materials from October 1, 2021, through January 1, 2024. If the EESRB project is completed before January 1, 2024, the space assignment will end when the EESRB project is completed. Brian Browning will inform Christman.**
6. Informational Item Only: Review updated information regarding the proposed swap of Hoskins Library space between ROTC and Psychology.