

# Space Committee Meeting Minutes

## March 28, 2022

### Location: Zoom Conference Call

Attendees: Betsy Adams, Mark Alexander, Brian Browning, Dr. Bill Dunne, Dr. Kellie Fecteau, Jennifer Hardy, Dr. RJ Hinde, Sarah Hoel, Dr. Larry McKay, Dr. Holly Raynor, Renee Thomas

Guests in Attendance: George Drinnon, Lane Morris

Not in Attendance: Terry Ledford

1. Review and approve meeting minutes from the February 25, 2022 committee meeting.  
**The minutes were approved.**
2. Review action items from the 2/25/22 minutes.
  - Dr. Hinde and Brian Browning will work together to consider a formalized process for addressing requests to inactivate spaces that require renovations.  
**This item is still in progress.**
  - Brian Browning will follow up with Chris Cimino regarding the Baker Center's request to acquire Honors Program space.  
**Brian has contacted Marianne Wanamaker to request information about the Baker Center's intended use for the space.**
  - Sarah Hoel will notify OIT of the approval to transfer Jessie Harris 208 to OIT.  
**This item is completed.**
  - Brian Browning will notify Human Resources about the approval to assign Student Services room 105E to Human Resources.  
**This item is completed.**
  - Dr. McKay will notify Psychology of the approval to assign Contact Care and Psychology graduate assistants to permanent space in Walters Academic Building, when the space is ready for occupancy.  
**This item is completed.**
  - Dr. McKay will notify Psychology of the approval to assign Contact Care and Psychology graduate assistants to temporary space in Mossman.  
**This item is completed.**
  - Brian Browning will relay water invasion concerns related to Andy Holt Tower P225 to Chris Cimino.  
**This item is still in progress; EHS and Facilities Services have been contacted to do an assessment of the space.**
3. Review a request from CEHHS to transfer office space on the 2nd floor of the Jessie Harris Building (212B) from the Department of Nutrition to the Department of Retail, Hospitality, & Tourism Management.  
**This request was approved. Dr. Raynor will notify the units.**

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4. Review a request from EHS to acquire remaining 5th floor and 3rd offices in East Stadium Hall to accommodate new positions being filled. Chief Lane is in support of the request and indicated that several years ago an independent audit was conducted regarding EHS operations on the UTK campus. One of the findings suggested EHS was at less than half of the size it should be for the size and scope of our campus.

**The committee approved assigning these rooms in East Stadium Hall to EHS: 309, 3310, 311, 312, 313, 314, 315, 501, 502, 503, 504, 515. Sarah Hoel will notify EHS.**

5. Haslam College of Business is requesting to add all Haslam Business Building 1st floor classrooms to HCB's space inventory. HCB would assume responsibility for upgrades to the classroom technology in the HCB-hosted classrooms. Because the classrooms will be HCB-hosted, HCB can use them for instructional and other purposes as best meets HCB's needs, including the use of nonstandard and invalid class times. HCB is willing to work with the Registrar's Office to share the classrooms once the college schedules HCB sections and determines what additional capacity exists for campus use.

**The committee approved the redesignation of classrooms on the first floor of HBB from campus-hosted to HCB-hosted. No classroom assignments for Fall 2022 will change. Betsy Adams and Jennifer Hardy will notify corresponding stakeholders.**