

## Campus Space Committee

November 28, 2018

### Members Present:

Yvette Clark

Tracy Black

Jim Cobb, Chair

Rachel Hall

Beth Howard

Megan Atkinson

Melissa Bilbrey

Mark Stephens, Executive Officer

Vahid Motevalli

### Official Representatives:

Jerry Keeton for Katie Williams

### Members Absent:

Brandi Hill

Janice Branson

Brandon Boyd

Ada Haynes

Sandi Smith-Andrews

Steve Frye

Matthew Dexter

Emma Kenner, student

Diane Smith

### Outline of Proceedings:

- Approval of agenda
- Approval of October 9, 2018 minutes
- Two requests from College of Business
- Other such matters- request from College of Engineering

A quorum being present, Mr. Cobb called the meeting to order at 2:10.

### Approval of Agenda

**Motion.** Rachel Hall

**2<sup>nd</sup>.** Vahid Motevalli

**Vote.** Approved

### Approval of Minutes- October 9, 2018

**Motion.** Beth Howard

**2<sup>nd</sup>.** Yvette Clark

**Vote.** Approved

### **Requests from College of Business**

The College of Business requested to switch the use of two rooms in Johnson Hall, 403 and 425.

- 425 is currently used for office services
- 403 is currently used for student services

Moving the student serves to 403 will keep centralize all student services to the same side of the building.

Extent of renovations required: 425 will need paint, carpet, and updated lighting; 403 will need lines dropped for computers.

**Motion.** Vahid Motevalli

**2<sup>nd</sup>.** Rachel Hall

**Vote.** Approved

### **Other Such Matters**

The College of Engineering submitted a request to switch the use of two rooms in Clement Hall, 410 and 323 to accommodate for a new scanning electron microscope.

- 410 is currently used for
- 323 is currently used for

Switching the spaces will allow for an expansion of the lab used to house the scanning electron microscopes.

Extent of the renovations required: lighting and new carpeting; repairs from recent water damage.

This request was brought into the meeting without time for the committee to review it, and Mr. Cobb also felt it should be two separate requests. Due to the time limit, Mr. Cobb recommended, and the committee agreed, that Dr. Motevalli could resubmit as two separate requests and the committee would hold vote by email.

An email vote was held regarding the two requests from Engineering.

**Email Vote.**