

**Campus Space Utilization and Allocation Committee**  
**Minutes**  
**March 25, 2025**

**Members Present:**

Jim Cobb	Daniel Warren
Kumar Yelamarthi	Megan Atkinson
Brandi Fletcher	Allan Mills
Rachel Hall	Sandra Smith-Andrews
Cheryl Montgomery	Abdul Momin
David Hales	Ada Haynes
Beth Howard	Elijah Tidwell (student representing Maya Seitz)

Julie Baker, Executive Officer

**Members Absent:**

Matthew Dexter	Lee Wray
Harry Ingle	Maya Seitz (student)
Charles Van Neste	Elizabeth Williams

**Guests Present:**

Steven Hayslette	Amy Wilegus
Susan Henry	

**Outline of Proceedings:**

- Approval of Agenda
- Approval of November 1, 2024, Minutes
- Biology Request – LSC 2308
- Engineering Request – LSC 3110, 3111, 3112, 3206
- Student Affairs Request – RUC 352
- Earth Sciences Request – KITT 315B
- Internal Audit Request – FNDH 309
- Other Such Matters

A quorum was present, and Jim Cobb called the meeting to order at 3:02 p.m.

**Approval of Agenda**

**Motion.** Rachel Hall

**Second.** Kumar Yelamarthi

**Vote.** Approved

**Approval of Minutes- November 1, 2024**

**Motion.** David Hales

**Second.** Rachel Hall

**Vote.** Approved

**Request from Biology (LSC 2308)**

Justification and intended use: LSC 2308 is part of the Microbiology quad. The Department of Biology is currently searching for two new faculty positions in the fields of biomedical and health sciences. One of these new faculty will use the lab in the Microbiology Quad recently vacated with the retirement of Dr. John Gunderson. The other new faculty member will use LSC 2308

***Motion.*** Kumar Yelamarthi

***Second.*** Rachel Hall

***Vote.*** Approved

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**Request from Engineering (LSC 3110, 3111, 3112, 3206)**

Justification and intended use: The following spaces are requested to house this newly created Nuclear Engineering program.

LSC 3110 & LSC 3111 will be utilized as research labs for new tenure track faculty members.

LSC 3112 will be utilized to house graduate students.

LSC 3206 will be utilized to offer Nuclear Engineering courses and labs.

***Motion.*** Rachel Hall

***Second.*** Sandra Smith-Andrews

***Vote.*** Approved

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**Student Affairs Request (RUC 352)**

Justification and intended use: We have 200+ student organizations, and this room will provide a space for an organization to host meetings, etc. They do not have offices for student organizations on campus. Student organizations can apply to use the room on a yearly basis.

Discussion ensued about RUC offices and their use and the potential for faculty to use this space.

***Motion.*** Kumar Yelamarthi

***Second.*** Rachel Hall

***Vote.*** Approved

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**Earth Sciences Request (KITT 315B)**

Intended use: The Earth Sciences Department requests to change a vending space<sup>3</sup> into a grad student office. KITT 315B was designed for 2-3 vending machines, but a single soda machine was installed and then removed because product did not sell fast enough. The only renovation needed is adding a door to the space (Facilities quote \$2,525): then, it could be used as a graduate student office space.

Justification: The Earth Science Department needs graduate student offices for students in the PSM and EVS PhD – Geosciences programs. Although a few spaces are available in Southwest Hall and the LSC, this is not near earth science graduate advisors nor classes that the graduate students TA in Kittrell Hall. Given that the vending space is currently empty and underutilized, adding a door and repurposing the space would be a relatively straightforward and easy solution.

***Motion.*** Rachel Hall

***Second.*** Sandra Smith-Andrews

***Vote.*** Approved

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**Internal Audit Request** (FNDH 309)

Intended use: My department is expanding, and we plan to use this space as our conference room, possible with out multi-function printer, and for future internal audit interns to support the College of Business experiential learning requirements for students.

Justification: Not enough room in our current suite as we are planning to renovate it for new FT Tennessee Tech University staff. Thus, we will need to move our conference room and set up a new location to develop our intern program.

Discussion ensued about Foundation Hall offices and their use and the potential for faculty use or another location for a conference room.

***Motion.*** David Hales

***Second.*** Rachel Hall

***Vote.*** Approved

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**Other Such Matters**

Dr. Baker brought up the need to finalize procedures at the next meeting.

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There being no other such matters, Jim Cobb adjourned the meeting at 3:32 p.m.

***Motion.*** Kumar Yelamarthi

***Second.*** Sandra Smith-Andrews

***Vote.*** Approved