

Campus Space Utilization and Allocation Committee
August 23, 2024

Members Present:

Jim Cobb	Beth Howard
Ben Stubbs	Kumar Yelamarthi
Brandi Fletcher	Allan Mills
Rachel Hall	Sandra Smith-Andrews
Cheryl Montgomery	Abdul Momin
David Gallop	David Hales
Elizabeth Williams	Maya Seitz (student member)

Julie Baker, Executive Officer

Members Absent:

Charles Van Neste	Matthew Dexter
Megan Atkinson	Dan Warren
Lee Wray	

Guests Present:

Linda Null	Michael Allen
Michael Hoane	Amy Miller

Outline of Proceedings:

- Approval of Agenda
- Approval of June 6, 2024, Minutes
- English Request (Matthews Daniel 148)
- Engineering Request (Prescott 349)
- Counseling and Psychology Request (Matthews 162)
- Center for Global Experience Request (Library 248)
- Graduate Studies Request (Derryberry 434)
- Space Utilization and Allocation Procedures Review/Revision
- Space Request Form
- Other Such Matters

A quorum was present, and Jim Cobb called the meeting to order at 2:00 p.m.

Approval of Agenda

Motion. Kumar Yelamarthi

Second. Sandra Smith-Andrews

Vote. Approved

Approval of Minutes- June 6, 2024

Motion. Sandra Smith-Andrews

Second. Kumar Yelamarthi

Vote. Approved

Request from English (Matthews Daniel 148)

Need an office space for a new, full-time lecturer starting in fall 2024.

Motion. Sandra Smith-Andrews

Second. Kumar Yelamarthi

Vote. Approved

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Request from Engineering (Prescott 349)

Engineering formerly held this space. It was given to English for a faculty member who no longer needs it. Engineering needs this space for a faculty member to address the growing needs of the college.

Motion. David Hale

Second. Kumar Yelamarthi

Vote. Approved

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Request from Counseling and Psychology (Matthews 162)

The space is needed by Dr. Edwards for his First Responder lab supply storage and to house a graduate assistant because his former space will be occupied by a new faculty member.

Motion. Kumar Yelamarthi

Second. Rachel Hall

Vote. Approved

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Request from Mathematics (LSC 1122)

Space needed for a new mathematics faculty member.

Motion. Rachel Hall

Second. David Hale

Vote. Approved

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Requests from The Center for Global Experience (Library 248)

Need a larger, more visible space to accommodate the growth of the center and to increase participation in study and intern abroad programs.

Motion. Kumar Yelamarthi

Second. David Hale

Vote. Approved

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Request from Graduate Studies (Derryberry 434)

The College of Graduate Studies is located in fairly small space, with additional staff added in the last 3 years, it is too crowded. Two staff members are in positions that require minimal interruptions due to the complex nature of their jobs. (Slate programming and Degree Audits). This space will allow these two individuals to be in a quiet location thus improving their efficiency.

Motion. Rachel Hall

Second. Sandra Smith-Andrews

Vote. Approved

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Space Utilization and Allocation Procedures Review/Revision

The revised Space Allocation and Utilization Committee Procedures were presented. It was decided to move these procedures forward to the next approver in the process.

Motion. Sandra Smith-Andrews

Second. David Hale

Vote. Approved

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Review of New Form

This item was tabled until the next meeting.

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Other Such Matters

No one raised other such matters.

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There being no other such matters, a motion to adjourn was called by Kumar Yelamarthi and seconded by Rachel Hall. The meeting adjourned at 2:23 p.m.