

Campus Space Utilization and Allocation Committee  
February 27, 2015

The Campus Space Utilization and Allocation Committee met on Friday, February 27, 2015 at 1:30 in the Dean's Conference Room, Derryberry Hall, Room 200.

Members present: Jack Butler, Jim Cobb, Brent Cross, Matthew Dexter, Kurt Eisen, Rachel Hall, Brandi Hill, Jack Matson, Sandi Smith, and Emily Wheeler

Members absent: Mike Birdwell and Tracey Duncan

Official representatives: Susan Henry for Mark Ochsenbein, Jordanna Navarro for Ada Haynes, and Mark Stephens for Debbie Combs

#### PROCEEDINGS

##### Election of Chairperson

Dr. Stephens open the floor for nominations for a chairperson to fill out the rest of the academic year. With no nominations made, Mr. Butler volunteered to serve as the chair.

Dr. Matson moved to elect Mr. Butler. The motion was seconded by Dr. Smith and carried.

##### Review Proposed Revised Policy and Procedures

Dr. Stephens presented the revised policy and procedures.

A question was asked if this had gone through the Faculty Senate. Dr. Stephens stated it had not, but he believed Dr. Darvennes, Faculty Senate President, had looked at it. He stated that all the Faculty Senate members will have a chance to see it and it will go through the Administrative Council and on to the University Assembly.

Dr. Stephens asked for a motion to discuss. Dr. Matson moved to discuss. The motion was seconded by Mr. Cobb.

##### Discussion:

Under Procedures V. A. Meetings – a suggestion was made to change from “Three regular meetings shall be *held...*” to “Three regular meetings shall be *schedule* during each semester.”

Under Policy C.1. and 2. – from discussion on the need to have both statements which are situation driven, depending on the urgency, Dr. Eisen said he would be more comfortable with number 2 as a complete escape clause.

Dr. Eisen moved to approve an amendment omitting number 1 and leaving number 2 with the insertion of the words “with notification to this committee.” The motion was seconded by Ms. Navarro and carried. Dr. Stephens asked Dr. Eisen to provide the exact wording change for this motion.

Procedures – Faculty Representation – From a question concerning the number of faculty representatives as a minority of the membership, the discussion and consensus of the committee is that the faculty representation (8) plus a representative from the School of Nursing and three academic administrators comprises 50% of the committee's membership and should remain as it is.

Procedures – V. B. – Dr. Eisen agreed to edit the wording to include the words “or needed .”  
(B. The Executive Officer shall follow the procedures described below when s/he is notified that space is/will be available *or needed*.)

A vote was taken to approve the draft with word insertions to be provided by Dr. Eisen and to allow modifications along the way. The motion carried.

The meeting was adjourned.