

***Associate Deans-Support Unit Administrators
Space and Projects Working Group
Meeting Minutes***

October 18, 2018

1:00 pm

ARTS228

Members Present: Joe Alexander, Ken Chapman, Patrick Doyle, Mike Magrey, Jennifer Mays, Patrick Newell, Debbie Summers, Tom Ussery, Jed Wyrick

Members Absent: Jennifer Aceves, Joel Arthur, Sharon Barrios, Jessica Bourne, Mike Guzzi, Kate McCarthy, Ryan Patten, Steve Robinow, Clare Roby, Tom Rosenow, Richard Tafalla, Sara Trechter, Karen vonBargen

1. Call to Order – 1:01
2. Approval of Minutes from 9.20.18 - Approved
3. New Business
 - a. Discussion Items
 - i. Project Prioritization Spreadsheet & Process
 - ii. The following three projects are already in process and were entered into the spreadsheet as a practice exercise and to bring AD-SUA up to speed. The more we discuss upcoming projects and go through this process, the more informed we'll be about what's happening and we'll be able to score requests more quickly. (N/A was entered for the "Aligns w/Master Plan" criteria since it is under revision.)
 1. OCNL119 - Virtual reality/motion capture media technology studio (convert classroom to a studio)
 - a. CAGD/CMGT/JOUR/MADT (CME & ECC)
 - b. ECC funded – approximately \$28k
 - c. VR interest and enrollment is on the rise
 - i. Currently scheduled in a classroom that is highly utilized
 - ii. This technology is essential for students to be industry ready
 - d. Motion capture is currently scheduled in a space that is actually a large closet
 - e. Very high profile community/local business involvement
 - f. PowerPoint presentation was reviewed
 2. AJH108
 - a. PSYC Lab
 - b. Technology upgrade
 - i. New speakers, ceiling mounted projector, screen, podium, and control box (this will free-up the whiteboard for use while the projector is being

used and allow the podium to be moved out of the way as needed)

- c. PSYC funded – approximately \$24k
 - i. Funding was discussed at length due to some sticker-shock; Mike M. said he was surprised that it was only this much; a point was made that bringing projects to this group is important for other ideas and input, and to gain more understanding of project costs and space restrictions.
 - ii. It was recommended that technology upgrade projects consider wifi upgrades/capability.
- d. PDF was reviewed
3. OCNL114 suite
 - a. 25 year-old carpet replacement for MESA
 - b. ECC funded – approximately \$6,400k
 - c. PEWAF was reviewed
4. Additional suggestions on revising the spreadsheet
 - a. “Ease of Implementation” criteria values are awkward – revise?
 - b. Modify the value choices for the “Appropriate Investment at Location” criteria or further define what is being asked?
 - c. Provide a time period for the “# of Students Impacted” criteria – e.g., annually, 10-year, etc.
 - d. Further define the “Staff Impact” criteria
- iii. Recap of Master Planning Meeting
 1. The consultant will be back to present results of the last visit. We’ll meet with them on November 6th. If this is not on your calendar, please let Kathleen know.
 2. This is a very important process. AD-SUA really needs to participate in it and provide input. A more interactive meeting format would be more desirable than an informational format.
- iv. SLF Projects
 1. Tabled for next meeting due to time constraints. We’ll discuss how to incorporate the project process into the SLF process.
4. Old Business
 - a. Discussion Items– none discussed
 - b. Action Items – none discussed
5. Announcements - none
6. Adjournment – 2:00

Upcoming Dates:

- Meeting – 11.01.18 – 1:00 pm – ARTS228
- Meeting – 11.15.18 – 1:00 pm – ARTS228
- Meeting – 11.29.18 – 1:00 pm – ARTS228
- Meeting – 12.13.18 – 1:00 pm – ARTS228

