

Austin Peay State University Space Request Form

This form is required to be submitted to the space allocation committee to request new or vacated space, change in capacity or function of space or change in existing space.

Requestor's name: LTC Samuel Ligo, Professor of Military Science

Department: Military Science and Leadership (Army ROTC)

Type of request:

Justification for request – Please include a suggestion for location and/or change:

This is a request for the two new office spaces created in the Memorial Health Building renovation from Sep 08-Feb 09. The two office spaces, currently in Room 106 (the old room with camera monitors and storage area for Student Recreation when they occupied the building), are directly across the hall from our classroom. We would use the two spaces in the following manner:

(1) One office space would house the full time Army Reserve recruiter we are being force-fed by our higher Army headquarters, U.S. Army Cadet Command. This recruiter will not only recruit but assist in our classroom and leadership lab instruction and field training. We are directed not only to have this Non-Commissioned Officer (NCO) but also to provide him office space, preferably with phone and computer hookup capability.

(2) The second office space would house our newly commissioned lieutenants who work for us as "Gold Bar Recruiters (GBRs)" until leaving for their initial officer training. We normally have 2-3 GBRs for 4-5 months after each graduation and commissioning (May, August, and December). We would let them work out of that office supporting our recruiting and training efforts.

Thank you for considering our request.

Please click the "**submit**" button below to send the form to the space advisory committee chair.

Instructions for submitting

RECEIVED

FEB 18 2008

VP for Fin. & Admin.

Submit

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