

**Space Allocation Committee Meeting**

**June 17, 2009 @ 10:30 am in the PCR**

**Minutes**

**Attendees: Robinson, Westerman, Denley, Bryant, Kean and Walton (minutes)**

**Absent: Glass (comments by email), King (comments by email) and Gant**

- **New Requests:**
  - **Faculty Senate**
    - One suggestion to create the office in McReynolds. This is not in the campus core. There will be space available in the library once some moves are made by extended education. This would be centrally located to the core of campus. File storage is the priority.
      - Summarization of suggestions:
        - McReynolds
        - Library
          - Denley to check w/Joe Weber on available space in the library.
  - **Advancement**
    - Suggestions:
      - Green room – located in the Clement building
        - Westerman will meet with Gregory to discuss this possible location – discuss furniture and renovation cost.
          - Denley motioned the committee accept this request for Gregory to approve the green room location.
          - Second by Robinson
            - Committee approved 6-17-09
  - **Information Technology**
    - Westerman motioned to accept this request as is.
    - Second by Robinson
      - Committee approved 6-17-09
  - **Auxiliary Support Services**
    - Committee tabled request until space is reviewed in other areas and Westerman will assess the current location of printing services.
  - **Director, Facilities Planning and Projects**
    - Kean motioned to accept the request for the office to be located at 325 Drane Street (White House basement)
    - Second by Westerman
      - Committee approved 6-17-09

Adjourned at 11:45 am