

**Space Allocation Committee Meeting**  
**April 1, 2009 @ 10:30 a.m.**  
**President's Conference Room**

**Minutes**

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

**Absent:** Glass and Gant

- **Class relocation from DSFC**
  - Classes will be relocated – per motion and approval of President (Denley)
  
- **Floor plans w/square footage**
  - **Academic Support (AS) (Attachment 1)**
  - **Printing Services (PS) (Attachment 2)**
  - **Extended and Distance Education (E&DE) (Attachment 3)**
    - Library requesting to relocate persons from Claxton in the E&DE location (E&DE will be moving to McReynolds)
  - **Previous location of AS (Attachment 4 & 5)**
  - **Memorial Health – Drew Simmons Fitness Center (DSFC) (Attachment 6)**
    - King motioned to reassign the space currently occupied by the DSFC for academic use
    - 2<sup>nd</sup> Kean
      - Discussion – floor plans were reviewed and discussed
        - Committee approved 4-1-09
  
- **Guidelines**
  - President did not approve the request but the guidelines could be used by Denley for future space allocations.
  
- **Request for space by Public Management and Criminal Justice – see attached**
  - This will be handed to Denley for his action since this is academic space.

Meeting adjourned at 11:30 am