


AP Austin Peay
State University
Space Allocation Committee

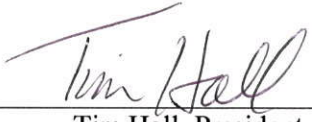

TO: Tim Hall
President

FROM: Mitch Robinson, Chair 
Vice President for Finance and Administration

SUBJECT: Space Allocation Committee

DATE: July 12, 2011

The Space Allocation Committee has reviewed and deliberated upon the existing or proposed space request listed below. The committee's recommendations for your consideration are provided below.

Space Request	Description of Request	Approved
High School Upward Bound (HSUB) and Application Development Group	<p>The Math and Computer Science will be built in the same location currently occupied by HSUB. The Space Allocation Committee requests to relocate HSUB from 404 Ford Street to 804 Polk Street. The building will provide adequate space for staff and its programs.</p> <p>Additional space is available for the Application Development Group staff and functions.</p>	 Tim Hall, President
Purchasing, Internal Audit, Campus Police and Physical Plant	<p>The Space Allocation Committee requests to relocate Purchasing from their current location in the Shasteen Building and Internal Audit from their current location in the Ellington Building to 505 York Street. This building has adequate space for staff and functions of both departments. This will allow Campus Police located in the Shasteen Building to occupy the vacated space by Purchasing. Also, the Physical Plant has a need for some additional space for the Environmental Safety office and this will provide them with the space they need in the Shasteen Building vacated by Purchasing.</p>	 Tim Hall, President

Should you decide to accept the committee's recommendation, please sign and date box provided for your signature. If you decide not to approve the space request, please write "declined" in the box for your signature.