BUILDING COMMITTEE MEETING NOTES / MAY 18, 2009

MEETING START TIME: 1:00 p.m.
MEETING END TIME: 2:30 p.m.

PRESENT: Tim Luttrell  DSF
        Jeff Kosloske  UW-System Administration (via telephone)
        Gail Scukanec, Chair  UW-EC
        Rick Gonzales, Vice Chair  UW-EC
        Duffy Duyfhuiizen  UW-EC
        Kate Hale  UW-EC
        Aram deKoven  UW-EC
        Beth Hellwig  UW-EC
        Andy Phillip  UW-EC
        Mike Wick  UW-EC
        Michael Umhoefer  UW-EC
        Val Schute  River Architects
        Mike Adler  River Architects

NOTES:

1. The following items were distributed for the meeting:

2. Val Schute opened the meeting with a review of the meeting notes distributed and the following comments were made:
   a. May 7, 2009 Meeting Notes:
      • Andy Phillips noted Item #7 in the May 7, 2009 meeting notes should be revised as follows: Item D should be moved to B with Psychology added below Foreign Languages. Item B should be moved to C and Item C should be moved to D. Omit the bullet of Student Support Services.
      • Insert the word “Building” to Item #6c to identify the correct committee.
      • Duffy noted that his last name was spelled incorrectly in the list of attendees.
   b. May 4, 2009 Meeting Notes:
      • No comment
      • Duffy noted that his last name was spelled incorrectly in the list of attendees.

3. Val Schute reviewed the outcome of Workshop #1 held May 4-7, 2009 and the following items were noted:
   a. Overall, the meetings were very productive and informative.
   b. UW-System Administration’s request for the classroom mix analysis to include instruction labs has been reviewed and will not be included in the program statement. This data will be collected during the master plan project.
   c. Issues were discovered with the data file received from the University. The anomalies need to be clarified before Paulien & Associates can continue with the classroom mix analysis.
      • Duffy noted that the Registrar has since found a glitch in the program software that may have caused the errors.
      • Rick added that as of May 18th, the correct data has not been received.
• Gail added that in order for Paulien & Associates to provide campus with a draft report of the classroom mix analysis for distribution and review by the Dean’s and department chairs, that the data needs to be corrected and resent.

d. Val Schute noted the purpose of the analysis is to better understand the quantity, size, etc. of classrooms needed in the new building.

e. Jeff Kosloske described the A and B type classrooms and how they will impact the analysis. Type A rooms will be “right-sized” to determine how many students should be taught in each room. Type B rooms will be removed from the class schedule and will provide space for departments or other functions to occupy.

f. It was noted that the occupants of the building may be impacted by the outcome of the classroom mix analysis. If the result of the analysis indicates a greater need for classrooms, then it is likely that there will be less student services units in the building. If the result of the analysis indicates a lesser need for classrooms, then it is likely that there will be more departments in the building.

4. Jeff Kosloske advised that the schedule needs to keep moving, but a month or two delay would be acceptable if it resulted in more informed decisions.

5. The building occupants were reviewed and discussed. Michael Umhoefer recommended that OMSA, if located in a high visibility area, would be a good, but most students will find it if it’s not located in a prominent location. Andy Phillips advised the following option:

   a. First Priority: Classrooms, COEHS offices, and Education Departments
   b. Second Priority: Arts and Sciences (Psychology, Foreign Languages, Math, or English)
   c. Third Priority: Career Services, Academic Advising, Academic Skills, and Services for Students with Disabilities.
   d. Fourth Priority: Office of Multicultural Student Affairs

6. Jeff Kosloske reminded the committee that the classrooms in the building are meant to be general access and not necessarily owned by the departments located in the building.

7. Andy Phillips advised creating programmatic relationships between departments and develop scenarios showing possible outcomes of how areas could move around. The comparisons should be done by function and not by square footage. Also include the type B classrooms and how they will allow for department expansion in existing buildings.

8. Jeff Kosloske added that a priority list of who could move and where they could move to would help the decision making process. He also noted that funding for backfill projects may not be immediately available when the new building opens.

9. Jeff Kosloske advised sizing the classrooms for tables and chairs. This will provide the most flexibility.

10. Gail Scukanec indicated she would be meeting with the Provost and A & S dean to discuss which A & S academic unit(s) should move into the building.

11. Tim Luttrell informed the committee that the building is to meet LEED Silver certification.

12. Val Schute reviewed the issues associated with classroom design. Val also presented the design outcome of the new academic building at UW-La Crosse.

13. The next meeting is tentatively scheduled for June 15, 2009 from 1:00 to 3:00. Location to be determined.
14. Action Items:
   a. River Architects to update Project Team Contact Directory and redistribute.
   b. River Architects to revise the May 7, 2009 Building Committee Meeting Notes.
   c. River Architects to send the Workshop #1 Meeting Notes to the Building Committee members.

Meeting Notes by: Michael J. Adler, Associate AIA

Note: This constitutes our understanding of the issues presented. Contact River Architects, Inc. via phone at (608) 785-2217, or e-mail m.adler@river-architects.com if there are any discrepancies.