NOTES:

1. John Bengston gave an overview of Workshop #2.
   a) Information previously collected has been implemented into the program.
   b) Classroom Mix now incorporates issues discussed at the 8/3 Committee Meeting.

2. Classroom Mix Analysis:
   a) Central Campus Precinct meets the goals of UW-System at 23.7% average weekly room hours (WRH) per seat.
   b) Distribution of Type A and B classrooms on campus. More A’s than B’s. There are currently 23 Type B classrooms in the central core of campus.
   c) Classroom Assumptions described. These include ten percent enrollment growth; remove Type B classrooms; remove classrooms in HFA, HSS, MPE, and Nursing from the analysis; remove seats (right size) from Type A classrooms to meet System standards (except in option 5b).
   d) Surplus of smaller sized classrooms. Smaller classrooms can’t fulfill the needs of larger classrooms.
   e) Stations up to 85 seats use 25sf/station small ASF per seat for larger classrooms.
   f) Outcome shows the need for classrooms in the 50 to 60 seat range.
   g) Comparison of Overall Need Versus Departmental Need was described. The majority of the departments being considered for the building will be teaching in other buildings based on the outcome of the analysis.

3. Miscellaneous Instructional/Support Spaces:
   a) 30 seat computer instruction
   b) 40 seat open computer laboratory
   c) Student collaborative learning spaces (used 15% of original RFP classroom sf)
   d) Faculty Resource Center – provide a place for faculty to collaborate between classes.
   e) Assuming a four-story building, resulting in four conference rooms.
   f) Arrival space – Val described how these are used as lobbies, breakout areas, additional collaborative use, etc.
   g) Cyber café/community room for vending and seating.
   h) Vending and seating areas on each floor.
   i) Writing Center – include in space list for the time being (644 ASF).
4. Building Support:
   a) General Building Storage
   b) Equipment Storage
   c) Supply Storage
   d) Custodial Maintenance Room
   e) Loading area with temporary storage
   f) Building recycling/collection area
   g) Recycling areas on each floor
   h) IT & Electrical closets – may require two or three per floor depending on length of building
   i) Sustainability Support Space – currently nothing to be allocated to this function.
   j) Custodial closets – two per floor
   k) Mail Room – not needed
   l) Copy Center – not needed. If moved from Schofield, it would require 3,000 sf.
   m) Document shredder room
   n) IT Storage/Workroom to support the building.

5. Bathrooms are figured in the net-to-gross square footage.

6. Total program 144,708 NSF (net square footage) and 222,628 GSF (gross square footage). This results in 44,568 sf over the program included in the request for proposal dated December 2008.
   a) Original classroom square footage came from an exercise that involved UW System and the UWEC Planning Office. Interviewed each department to discuss current and future needs.
   b) Gail – The emphasis that has been mentioned from the chancellor are the classroom needs.
   c) Rick – UWSA has emphasized that academics be first priority.

7. Rick noted that during the development of the RFP, UWEC tried to increase the budget to $49M to address additional square footage needs.

8. Tim Luttrell proposed starting with two options:
   a) Leave the classroom mix as presented by Paulien & Associates.
   b) Show a mix of classrooms to get to 24,740 sf.
   c) Goal would be to get to the ASF of the original RFP.

9. Mike Wick noted that the program presented includes all the options for the occupants.
   a) 20,495 sf is allocated to academic units.
   b) Mike also questioned the 67% occupancy rate.
   c) Mike added that the 25 sf/station seems excessive.

10. Current average sf/station on campus is around 19 sf/station.

11. Susan Turell –
    a) Seems like everything has been maximized in this equation.
    b) John Bengston added that the rooms are sized according to section sizes being taught, but they aren't filled. This allows for classes to be held in a variety of room sizes, depending on availability. It also provides more flexibility for different furniture arrangements.

12. Aram deKoven added that the classrooms in the building will be of limited use to the faculty slated to be in the building.

13. Gail - Student Service Units least likely to be considered as not part of the project include Career Services and Advising. Kate Hale noted that the Centennial Plan described the building as being the
front door to campus with services. Beth Hellwig would like to see Office of Multicultural Affairs in the building.

14. Tim – leave sections 11-15 on the list and don’t give up on any square footage, as there may be more opportunity to get additional funding for classrooms to meet the demand.

15. Susan – freeing up space in Hibbard may open up more opportunities.

16. John Bengston noted that many campuses have their student support services located near the academic core.

17. Marty Wood expressed concern over the commitment to larger section sizes.

18. Lisa Keith asked the committee if right-sizing the type A classrooms and removing the type B classrooms should occur across campus or if the buildings outside of the central core should be removed from the mix.

19. Tim Luttrell suggested the analysis be revised and completed in order for UW System to review.

20. Program Items 8, 9, and 10.
   a) English to be in building.
   b) Foreign Language to be in building.
   c) History to be recommended to be omitted.

21. Action Items:
   a) Rick Gonzales to provide the revised list of the data to Paulien & Associates.
   b) Paulien & Associates to provide a revised draft of classroom mix by August 24th.
   c) Workshop #3 to be held on September 22-23.

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.

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