

**Office of Facilities Planning**  
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## Meeting Minutes

**DATE:** Monday, November 23, 2009 10:00 a.m.

**SUBJECT:** Academic Needs and Space Utilization Master Plan Task Force

**LOCATION:** UMC 415-417

**ATTENDEES:** Steve Jones  
Bob Cloutier  
Noel Cummings  
Dennis Russell  
Liz Bradley  
Hans Morgenthaler  
Deb Coffin  
Armando Pares  
Bill Kaempfer  
JoAnn Zelasko  
John Culshaw  
Phil Simpson  
Robin Suitts  
Megan Rose

Academic Needs & Space Utilization    November 23    10-12    UMC 415

1. Dean Williams of the Library
  - a. Libraries as an information concourse – need to move towards an information destination
  - b. How to create more interactive work spaces?
  - c. Course integrated instruction with the program for writing and rhetoric, 6000 students utilize this program
    - i. Library faculty primarily spend their time teaching, on-call faculty with office hours
  - d. 2- 500 lb chillers currently sit over the special collections, some of the most unique books on campus

- e. Would like to redesign with the Business library as a model, Business library was the first commons (depends less on paper, has a café, interactive/multi-use space, etc.)
  - f. 'stacks to jacks'
  - g. Assume that renovation needs to be done while maintaining access to the facility
  - h. John Culshaw is in the process of the next phase of the Norlin Renaissance (see goals and objectives bullet point 3, page 3)
  - i. Questions for Jim
    - i. Is there space assigned on East Campus?
      - 1. No, they are trying to get the need on the table. All they need is an information center, to meet and greet people and help them with their needs
    - ii. What do you have in mind for back fill in Norlin once you move some collections to Fleming?
      - 1. A distinctive space for an East Asian collection
    - iii. How much change do you see happening in the next 10 years?
      - 1. One assumption is that we will continue to have a storage area, with a plan of adding 20,000 more volumes
      - 2. We are at the point where 'new' paper is less than our 'old' paper – however, the tipping point varies by discipline
      - 3. Currently cannot seat 10% of our student population, there is a requirement of capability to seat 25% of the student population
      - 4. See Norlin Commons Overnight Usage
    - iv. How much is your space just like a Starbucks, just a place to gather?
      - 1. Students come because they like to work by a place where they can get help
      - 2. Faculty provide assistance to help students “drink from the fire hydrant we call the internet”
2. Interim Dean Manuel Laguna from Leeds School of Business
- a. Plans for undergraduate center – house a 250 seat auditorium and student services
  - b. Currently 120 students are admitted to the MBA program, immediate goal is to increase to 150, with an end goal of 180, with three groups of 60 students
  - c. Questions
    - i. Convention/conference center with a hotel, would this be something Leeds would use heavily?
      - 1. Currently there are no existing programs to fill such a facility; however, if there was a facility these programs would develop and would use this type of space
    - ii. What does the student service include?
      - 1. The advising center would be included, 'one stop shop' for students

- iii. Would there be an attendance level that would fill a 250 seat auditorium?
      - 1. They are working on this model currently
    - iv. Initial program plan of the new B-School included a 250 seat auditorium, and there were requests to change to 2- 100 seat and 1- 50 seat classrooms, what changed, and will there be demand?
      - 1. There is currently teaching in 250 seat classrooms
- 3. Bill Kaempfer presented notes on space issues with new faculty hires in respect to the Flagship 2030 plan
  - a. The 2030 goal to adding 300 faculty is 1/3 complete
  - b. Shows the thinking 15 months ago
  - c. To some extent this document can serve as a proto form for the final document we create in a few weeks
  - d. Faculty space is often times at the expense of instructional staff
- 4. Dean David Getches – Law School
  - a. Have been growing their student body at a cautious but deliberate space
  - b. Added 11 or 12 offices last year on the 4<sup>th</sup> floor in Wolf Law
  - c. Will be hiring faculty members this year, which will exhaust current space
  - d. Currently hosts 4 specialized centers, Centers of Excellence
  - e. Also hosts 9 clinics
  - f. The specialization centers are increasing, this is an area where there will be growth and will eventually need space for grant opportunities and more personnel
  - g. Law library serves as a library resource for the entire region
  - h. Also have a desire for Fleming Law space, for a possibility of centers, clinical programs, and some library overflow
  - i. Taking the tower portion, and occasionally use the classroom space
  - j. The law school has had a number of groups who have expressed desires to rent/lease space physically close to the current Wolf Law School
  - k. If not on campus, may look around the community for opportunities
  - l. Questions?
    - i. What about East Campus space?
      - 1. Would be alright for the centers, the problem is these centers are full time managed by faculty, none of them can run without daily interaction from the campus and the law school
    - ii. How many students do you have?
      - 1. 520-530
      - 2. The building was built for 750, no official numeric goal for growth
      - 3. Possibility of a graduate program, non-thesis masters
- 5. There is a need to consider research space in this committee
  - a. Engineering had 30% increase in grants last year, on track for an additional 40% for next year
  - b. This creates the need for research space

Next Meeting: Monday, December 7, 10-12, UMC 415