

EGF Facilities Committee

May 30, 2007

11:00 am – 12:00 pm

Meeting Minutes

Present: Mike Normandin, Bob Gooden, Clinton Castle, Mitch Ostrum, Tom Clemens, and Shari Olson.

- 1. Adjunct Faculty Offices** – Recommendation was to create a room at each campus to house adjunct faculty. These offices will be designed in a continuous countertop model, each with a locking overhead bin, and locking file cabinet. This will be a summer project. A room will be designated on each campus. Room 405 will be utilized in EGF.
- 2. Floater Offices** – Recommendation was to create 8 open work stations in a designated area at each campus for employees floating between campuses. Stations will include workspace countertop, recycled computer, and a shared phone line.
- 3. Update on Student Tech Fee Project** – Recommendation was to create a new cyber area concept w/ lounge atmosphere. Discussion for a pod in the Fire Building – possibly move the old ones from 315.
- 4. Updates**
 - a. Boiler Project – Will finish ahead of schedule
 - b. Foss – Need to review design documents with bonding committee.
 - c. Master Facility Plan – Architects will be meeting with support staff and support areas June 28th. They will continue meeting with faculty the end of August.
- 5. Facility Use Report** – Discussion regarding Northland's Space Utilization Report. This report outlines the efficiencies or inefficiencies of classroom/lab space utilization including: seat usage and hours used per week. Shari will distribute this report to all committee members. (See attachment PDF)
- 6. Testing Center Update** – Project is in progress. General Repair workers from each campus will be installing countertops. Will be completed soon.
- 7. Next Meeting: June 27, 2007, 11:00 – 12:00pm**