

Space & Equipment Budget Subcommittee
Thursday, March 1, 2018
8:00 a.m. – 9:30 a.m.
Barge 304
MINUTES

Ex-Officio Voting Member(s) Present: Andreas Bohman, Bill Provaznik, Gayla Stoner, Greg Paveza, Levente Fabry-Asztalos, Sathy Rajendran, Shane Scott, Tim Englund, Scott Robinson (on behalf of Todd Shiver)

Ex-Officio Non-Voting Member(s) Present: Doug Ryder, Academic Space Expert

Absent: Todd Shiver

Guest(s): Jami Beintema

Action Item- Approval of January 30, 2018 Minutes

G. Paveza motioned to approve the January 30, 2018 minutes, T. Englund seconded. Motion carried.

Action Item- Instructional Technology Proposal

Jami Beintema presented an Instructional Technology Proposal, *Classroom Technology Upgrades – Black Hall, Final 10 Classrooms*. She is requesting a funding amount of \$153,972 to finish the Black Hall classroom technology upgrades. Jami has already found other ways to save money, for example they saved on electronic tables by recycling (reusing) old tables from another building. Ms. Beintema has worked with stakeholders, such as instructors.

Jami needs to know by April 15th if her proposal has been completely approved, so she can order equipment and have it on campus before year-end. D. Ryder motioned to approve, S. Rajendran seconded. Motion carried and will be sent to the Budget Executive Committee (BEC).

Informational Item- Instructional Technology

The T. Englund asked Jami Beintema, "How do you get a classroom on the upgrade list? For example, the Psychology building." Jami responded that you would send it to her, then she would take it to Associate Provost Gail Mackin, and then it would come to the Space and Equipment Budget Subcommittee.

Informational Item- BEC Update

G. Stoner gave an update from the BEC on the following:

- a. Joel Klucking will create a work flow for the BEC.
- b. Instructional Technology's funding is now \$250,000 instead of the original \$500,000.
- c. Computer Refresh's funding is now \$250,000 instead of the original \$500,000.

Informational Item- Space Request(s)

The College of Education and Professional Studies' (CEPS) space request application has been given to the Provost Council.

For the Good of the Order

Questions the subcommittee has for BEC:

- a. Should we let the University know the fund balance of the Instructional Technology Fund? What if there is a break that the fund can't cover if all of the fund is spent?

Initial Funding	\$250,000
<i>Title of Approved Proposal</i>	<i>Amount Funded</i>
DE Phase II- Chris	(\$41,000)
Annual Maintenance- Jami	(\$50,000)
Remaining FY18 Sum	\$159,000

Title of Recommended Proposal	
ATMS Black Hall Final 10 Classrooms	(\$153,972)
<i>Remaining FY18 Sum if Approved</i>	<i>\$5,028</i>

- b. Can the Instructional Equipment deadline for buying be June 1st instead of May 1st? As there will be specialized equipment, bid processes, and installation.
- c. Can the BEC post a campus-wide calendar/schedule with due dates for Spring Quarter?
- d. In the future, how will facilities be funded? Allocate costs by SCH?

Meeting adjourned at 9:06 a.m.

Next Meeting: March 16th, 10:00-12:00 a.m., SURC 271