The meeting was called to order by Ron Henry at 1:30 pm.

**Voting Members Present:** Lauren Adamson, Amber Amari, Doug Covey, Ron Henry, Hugh Hudson, P. C. Tai, Shirley Ann Williams

**Non-voting Members Present:** John McCullum, Edgar Torbert, Ramesh Vakamudi

**Members Absent:** Jeff Rupp, Pam Barr, Jerry Rackliffe

**Non-voting Members Absent:** Beth Jones

**Visitors Present:** David Caudill, Robin Morris, Fred Mote, Anthony Roberts, Russ Seagren

**Action Items**

**Approval of minutes from March 26, 2009 meeting**
A motion was made and carried to accept the March 26, 2009 meeting minutes.

**Information and Assistance Booth – General Classroom Building Lobby**
A motion was made and carried to authorize the Office of the Dean, College of Arts and Sciences, to plan, develop and have installed an information desk and display area in the 2nd floor lobby of the General Classroom Building. The Dean’s Office will be responsible for programming and scheduling use of the area to provide information and support to undergraduate students to improve retention, progression, and graduation success. This space would be made available to other user groups as well.

**Information Items**

**Bookstore Building HVAC Replacement Project**
Ramesh Vakamudi informed the committee that the Phase I Bookstore building HVAC replacement project is scheduled to start in July 2009. Phase II and III are scheduled to be completed by January 2010. This project is funded by Auxiliary and Support Services.
Kell Hall Existing Laboratories Condition Assessment
Ramesh Vakamudi, John McCullum and Russ Seagren reported their findings on the evaluation of research laboratories and spaces in Kell Hall as requested in the March 26 meeting. Of fifty-six spaces evaluated twenty-five were recommended for conversion to other use, mainly due to conditions of both space and life safety equipment. Many of these spaces could be converted to either office or classroom use. It was agreed that cost estimates for these conversions would be needed before committing to such conversions in the future.

Sub-committee on Research Space Allocation
Dr. Henry reported that a research space allocation committee had been appointed to manage future research space allocations and that Dr. Robin Morris was appointed to head the committee. The committee has not met due to other commitments but will do so in the near future.

Project Status Update
Ramesh Vakamudi reported to the committee on the progress of a number of active campus projects.

- The new Science Center project is 60% complete and on schedule and budget. Substantial completion is scheduled for April 2010.
- The Freshman Hall construction is progressing well. It will provide 330 beds on six floors and features a dining hall for on-site food services and scheduled for completion by July 2009.
- Greek and Special Interest Housing Project will be located adjacent to the Freshman Hall and will be under contract for construction by June 2009.
- Urban Life Auditorium, Room 220 Urban Life Building, is now in construction and will be ready for use this fall. Seating capacity will be reduced to 334.

There being no further business the meeting was adjourned by Ron Henry at 1:55 p.m.