The meeting was called to order by Jerry Rackliffe at 2:30 p.m.

Voting Members Present: Lauren Adamson, Douglass Covey, Jerry Rackliffe, P.C. Tai, Shelly-Ann Williams

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

Members Absent: Amber Amari, Pam Barr, Hugh Hudson, Risa Palm, Jeff Rupp

Non-voting Members Absent: Beth Jones

Visitors Present: Gwendolyn Benson, Sandra Garber, Matt Gillett, W. Bartley Hildreth, Ralph Kahan, Cherise Peters, Bill Prigge, George Pullman, Nancy Seamans, Jeannie Wright

Action Items

1. Approval of minutes from November 19, 2009 meeting
A motion was made and carried to accept the November 19, 2009 meeting minutes.

2. Temporary allocation of 92 Piedmont Avenue building 1st floor to University Libraries (AJC Photo Archives)
A motion was made and carried to approve temporary allocation of 92 Piedmont Avenue building 1st floor to University Libraries for the AJC Photo Archives. All renovation costs are to be funded by the University.

3. Allocation of Suite # 1190 (2,310 sq. ft.) in Citizens Trust Bank Building to the Office of Enrollment Services
A motion was made and carried to approve Allocation of Suite # 1190 (2,310 sq. ft.) in Citizens Trust Bank Building to the Office of Enrollment Services. All renovation costs are to be funded by the University.
4. FY 2011 Major Repair and Renovation Project List
A motion was made and carried to approve the FY 2011 Major Repair and Renovation Project List.

5. Request for Room #s 123C, 123D, 123J, 123K, and 123L (740 sq. ft) in Aderhold Learning Center by College of Education
Ramesh Vakamudi reported that the College of Education is requesting the space for faculty offices of Communication Disorders Program. Request was presented by Matt Gillett. Suite #123 is currently allocated to IS&T and agreed to vacate Room #s 123C, 123D, 123J, 123K, and 123L if a partition wall is provided to secure their current space.

A motion was made and carried to approve temporary allocation of Room #s 123C, 123D, 123J, 123K, and 123L in Aderhold Learning Center to the offices of Communication Disorders Program. All renovation costs are to be funded by the University.

6. Request for Suite# 423 (1,450 sq. ft) in Aderhold Learning Center by the Office of Provost
Ramesh Vakamudi reported that the Office of Provost is requesting the space for Critical Thinking Through Writing Initiative (CTW) and Writing Across the Curriculum Program (WAC). Request was presented by George Pullman. Suite #423 is currently allocated as faculty lounge which is not actively used.

A motion was made and carried to approve allocation of Suite #423 in Aderhold Learning Center for use by CTW and WAC programs. All renovation costs are to be funded by the University.

Information/Discussion Items

1. Request for Suite# 423 (1,450 sq. ft) in Aderhold Learning Center by J. Mack Robinson College of Business
Ramesh Vakamudi reported that the College of Business is requesting the space for relocation of Decision Sciences Institute from 35 Broad Street building. College needs this space for additional faculty offices. Request was presented by Ralph Kahlan.

2. Request for Suite# 423 (1,450 sq. ft) in Aderhold Learning Center by College of Education
Ramesh Vakamudi reported that the College of Education is requesting the space for Early College Programs. This program is currently located in the College of Education building (2nd floor) and needs additional space for expansion. Request was presented by Matt Gillett.

There being no further business the meeting was adjourned by Jerry Rackliffe at 3:05 p.m