The meeting was called to order by Risa Palm at 1:30 p.m.

**Voting Members Present:** Lauren Adamson, David Caudill, Douglass Covey, Risa Palm, Jerry Rackliffe, P.C. Tai, Jowanna Tillman

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

**Members Absent:** Pam Barr, Hugh Hudson, Jeff Rupp

**Non-voting Members Absent:** None

**Visitors Present:** Matt Gillett, Fred Mote, Bill Prigge, Kip Slade, Walter Thompson

**Action Items**

1. **Approval of minutes from April 23, 2010 meeting**
   
   A motion was made and carried to accept the April 23, 2010 meeting minutes.

**Information/Discussion Items**

1. **Allocation of Suite # 368 (930 sq. ft.) in Citizens Trust Bank Building to Office of Latino Student Support and Outreach**

   Ramesh Vakamudi reported that the Suite# 368 in Citizens Trust Bank Building was allocated to Latino Student Support and Outreach.

2. **Allocation of Suite # 340 (1,200 sq. ft.) in Citizens Trust Bank Building to Decision Sciences Institute**

   Ramesh Vakamudi reported that the Suite# 340 in Citizens Trust Bank Building was allocated to Decision Sciences Institute.
3. Kell Hall 3\textsuperscript{rd} floor renovation and other vacant space availability

Ramesh Vakamudi indicated that at the April 2010 meeting Committee approved the allocation of Kell Hall 3\textsuperscript{rd} floor for general purpose classrooms which will require the relocation of Geo-sciences and Anthropology from Kell Hall 3\textsuperscript{rd} floor to 5\textsuperscript{th} floor (and small areas of 4\textsuperscript{th} and 6\textsuperscript{th} floors).

An updated list (\textit{Kell Hall Space Analysis dated September 16, 2010}) of Kell Hall vacant space availability along with the anticipated timelines was distributed.

4. 25 Park Place (SunTrust) building space planning and programming

Ramesh Vakamudi reported that the consultants started the initial programming meetings and the building infrastructure condition assessment. The planning and programming project should be completed by June 2011. It has been confirmed that the top two floors (25\textsuperscript{th} and 26\textsuperscript{th} floors), 12\textsuperscript{th} floor and basement floor will be retained for University use and allocation. Basement floor could be considered for computer labs (such as MILE) and undergraduate student learning center.

5. Project Status Update

Ramesh Vakamudi presented information on Classroom South Building Addition, University Commons MILE, Enrollment Services Center, Special Interest Student Housing and Alpharetta Academic Facility projects.

\textbf{There being no further business the meeting was adjourned by Risa Palm at 1:55 p.m.}