Facilities Advisory Committee Recommendations

Presentation to the Administrative Council

May 22, 2013
Committee Members

Harun Biswas (Chair)
Kara Mullen
Caroline Clower
Rasheen Hunter
Gid Rowell
John Shiffert
Cindy Lauer
Darren Thomas
Angelyn Hayes
Tom Eaves
Priti Bhatia
Svetlana Soroka
Mission

• Create a consistent process for submissions and to review requests for new or modified workspace allocations.
• Ensure that all requests are reviewed fairly and objectively.
• Attempt to balance the needs of each department consistent with institutional requirements and priorities.
Review and Approval Process

• Facilities Modification and Space Allocation Form – requiring approvals through Vice-President level
• PowerPoint presentations to the committee (available on the Z: drive)
• Committee deliberations and recommendations to Vice President of Business and Operations
• Submittal to President’s Cabinet
BRIEF REPORT FOR PREVIOUS YEAR REQUESTS

• Overall 59 approved in 2011 – 2012 Fall
• 36 requests completed, 14 in progress, 8 awaiting funds
• 1 request withdrawn by requestor

For more detailed overview of 2010 – 2013 requests please visit
http://www.clayton.edu/facilities/planningdesign/facilitiescommittee
<table>
<thead>
<tr>
<th>Division/DEPT/ Office</th>
<th>Request &amp; Justification</th>
<th>Action</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Testing Center</td>
<td>Testing Center is relocating to Arbor Hall.</td>
<td>Design layout has been complete for the new location, bidding is in progress.</td>
<td>In progress</td>
</tr>
<tr>
<td>Disability Resource Center - Louise Bedrossian</td>
<td>10 individual Testing that will accommodate 2 per, 2 Group Testing Rooms that will accommodate 4 -6 person, 4 offices, ADA accessible reception area, conference room, work room and storage.</td>
<td>Design and bidding is complete, once department is ready to relocate - construction will begin.</td>
<td>In progress</td>
</tr>
<tr>
<td>Center for Academic Success</td>
<td>Center for Academic Success is relocating to the Student Center.</td>
<td>Design layout has been complete for the new location, bidding is in progress.</td>
<td>In progress</td>
</tr>
<tr>
<td>Library</td>
<td>Need for additional space to accommodate staff and students needs. SACS compliance.</td>
<td>Architectural design completed, Mechanical and Electrical design is in progress.</td>
<td>Architectural design completed, Mechanical and Electrical design is in progress.</td>
</tr>
<tr>
<td>Auxiliary Services - Carolina Amero</td>
<td>To create a new concept of a Smart Market which builds on the Simply-to-Go model offering a wider selection of grab and go products.</td>
<td>Location has been identified. UC 276 currently study area can be adjusted for FreshMart after Library renovated.</td>
<td>Included in the last Phase of Library renovation</td>
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<td>University Health Services</td>
<td>Needs - storage, office space, reception area, exam rooms, lab space, med record storage. Confidentiality (HIPPA compliance), ADA compliance if space is not provided.</td>
<td>Construction in progress</td>
<td>Construction in progress</td>
</tr>
<tr>
<td>School of Nursing</td>
<td>Create office for 3 faculty from storage room in Continuing Education building.</td>
<td>In progress, storage room is being prepared for construction.</td>
<td>In progress</td>
</tr>
<tr>
<td>Arts &amp; Sciences</td>
<td>Clayton Hall roof leak.</td>
<td>Will be re-roofed with 4-ply roof and white granular cap.</td>
<td>Bidding in progress.</td>
</tr>
<tr>
<td>Visual &amp; Performing Arts</td>
<td>Replace carpeting in G132(the Theater)</td>
<td>Carpet and chairs replacement estimate received. Awaiting of funds availability.</td>
<td>Awaiting funds</td>
</tr>
<tr>
<td>Visual &amp; Performing Arts</td>
<td>Replace carpeting in common area in the Music Ed Building. Carpet worn and stained. Tripping hazard on the stairs.</td>
<td>Carpet will be replaced with tile on the stairs. Remaining carpet replacement will wait until funds availability.</td>
<td>In progress</td>
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<td>Center for Justice Studies, Arts &amp; Sciences</td>
<td>Convert classroom T200 into a smaller classroom, conference/meeting space and research/cold case room. If Law Enforcement Academy as part of Justice Center approved by Georgia Police Officers &amp; Training Council, this program will produce another revenue source for the CSU. Also, provide advanced training for police officers.</td>
<td>Furniture for the classroom is purchased and data/power layout has been designed.</td>
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</tr>
<tr>
<td>Writer's Studio</td>
<td>Replace panels between rooms with glass windows. To give more connectivity between the rooms that will enhance tutoring sessions and will complete the expansion of Writer's Studio.</td>
<td>Cost estimate received.</td>
<td>In progress</td>
</tr>
<tr>
<td>Humanities &amp; Teacher Education</td>
<td>Replace carpet in 210, 205 and 105 to match carpet in G205 resource room. Carpet has been in place at least 9 years and is worn and stained.</td>
<td>Need to be addressed in conjunction with HVAC upgrade.</td>
<td>Awaiting funds</td>
</tr>
<tr>
<td>Teacher Education</td>
<td>Convert dark room into a break room and kitchenette for faculty. Remove old cabinets and replace sink with a new sink and counter top. Students find less professional atmosphere if faculty eat at their desks.</td>
<td>Recommended</td>
<td>Project will wait completion of other request in Arts &amp; Sciences.</td>
</tr>
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<td>School of Nursing/Continuing Education</td>
<td>Replace signage. Building interior color has been changed and green signage doesn't fit, plus it is bulky in appearance and doesn't have name inserts.</td>
<td>Quotes has been received for signage replacement.</td>
<td>Awaiting funds.</td>
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<td>Student Affairs</td>
<td>Space for food pantry for students of CSU to access when in need. The food pantry supports CSU strategic goal of providing the University community with a variety of campus services in a friendly, convenient manner.</td>
<td>Space allocated in one of the Clayton Station unoccupied buildings.</td>
<td>Facilities crew is ready to assist with setup and move once requestor is ready.</td>
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<tr>
<td>Public Safety</td>
<td>Existing space is divided among two floors. Need separate dispatch from customer services, interview room, 3 offices and storage.</td>
<td>Due Diligence submitted to BOR for acquiring a new property across from Clayton Station as a new space for Public Safety.</td>
<td>On hold</td>
</tr>
<tr>
<td>Visual &amp; Performing Arts</td>
<td>Create Theatre Workshop in G102 and path outside G132</td>
<td>Design is complete. Awaiting for funds availability.</td>
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</tbody>
</table>
Requests submitted

Facilities Modification/Space Allocation Requests were presented on April 8, 2013 to Facilities Advisory Committee by the following:

Dental Hygiene Clinic, ADA accessible radiology rooms – Dr. Gail Barnes (Priority 1)

Department of Mathematics, Mathematics Learning Lab – Dr. Anthony Giovannitti (Priority 2)

Counseling and Psychological Services, expand into former Career Services - Christine Smith (Priority 3)

Networking and IT, provide cooling for data closet in Music Education Building – Dan Newcomb (Priority 4)

Recreation and Wellness, improve terrain for outdoor activities – Cindy Lauer (Priority 5)

College of Business, build two offices in T240 – Dr. Michael Diaz (Priority 6)

Department of HealthCare Management, build four offices in T115 – Peter Fitzpatrick (Priority 7)
Requests submitted

... continuation from previous slide

Spivey Hall, Loading dock improvements – Michael Ozment (Priority 8)

Auxiliary Services, Kitchen floor replacement - Norman Grizzell (Priority 9)
Space Modification Request

Dental Hygiene Clinic

**Requested:**

Two additional ADA accessible X-Ray rooms

**Recommended:**

Relocate Veterans’ Center to vacated University Health Services. Expand Dental Hygiene into Veterans Center.
Space Modification Request

Department of Mathematics

Requested:
Create Mathematics Learning Lab

Recommended:
Committee recommends with contingency that other classes can be scheduled in the reconfigured existing classroom.
Space Modification Request

Counseling and Psychological Services (CAPS)

**Requested:**
Expand CAPS into former Career Services Space

**Recommended:**
Relocate Copy Center to vacated University Health Services space in Student Center.
Relocate Hoteling to part of Veterans’ Center in Student Center 1st floor. Expand CAPS into Hoteling/Copy vacated space.
Space Modification Request

Networking and IT

Requested:

Provide cooling for data closet in Music Education 116

Recommended:

Install a separate split-system HVAC for the closet.
Space Modification Request

Department of Recreation and Wellness

Requested:

Improve terrain, level the surface to minimize the risk of injuries.

Recommended:

Committee supports the request, but the concern is that the temporary adjustment may lead to bigger modifications that may not be retrofit of the final field build out. This incurring expense will not add value to the final building of the playfield. Facilities is currently bidding for this project to verify the cost of the original project.
Space Modification Request
College of Business

Requested:
Build two offices and a reception room in T240

Recommended:
Build two faculty offices and a reception room for two people.
Space Modification Request

Department of HealthCare Management

Requested:
Build four offices in T115 for new faculty

Recommended:
Create four offices in T115. Requestor confirmed funds availability.
Space Modification Request

Spivey Hall

**Requested:**
Install edge-of-dock leveler, awning, demolish existing staircase and replace with concrete ramp.

**Recommended:**
Because of space constraints, no ramp can be built, but committee recommends to install a new dock lift and awning.
Space Modification Request

Auxiliary Services

Requested:
Replace floor at University Center kitchen.

Recommended:
Work in progress. Auxiliary services have own funds and request was a procedures requirement.
Questions