

Status of Requests as of May, 2019

Overall priority	Priority within session	Division/DEPT/Office	Physical Location	Existing Square Footage	Request	Justification	Consequences if not completed	Renovation / Cost	Proposed Location	New square Footage	Status	Year Requested
	11 within Fall 2012 review, #5 within Spring 1 2014 review	Center for Justice Studies	Clayton Hall T200	1,160 s.f.	Original request - convert classroom T200 into a smaller classroom, conference room and cold case room. Updated request - need to adapt remaining space from classroom for seminar room and research room.	Supports USG goals. Create Center for Justice Studies and Career Advisement Center. If Law Enforcement Academy as part of Justice Center approved by Georgia Police Officers & Training Council, this program will produce another revenue source for the CSU and involve CSU in QEP by providing community engagement.	The law enforcement academy, analysis of Cold Cases, and meetings with community leaders cannot be established.	\$62,000 +	Same location.	1,160 divided into 3 rooms	Cost provided to the requestor. Awaiting funds.	9/10/2012, 3/7/2014
	14 within Fall 2012 review, 5 within 2018 2 review	Teacher Education	Arts & Sciences,	G228,G228A (270)	Due to construction of an access panel for the elevator in G130, a faculty office relocated to G228., that was utilized as a break room. G130 requested to be modified to provide sink, countertops and cabinets, refrigerator and microwave. Initial request - Convert dark room into a break room and kitchenette for faculty. Remove old cabinets and replace sink with a new sink and counter top.	No break room in the building and faculty eat their lunches at their desks.	Students will find less professional atmosphere if faculty eat at their desks.	Estimated approx. \$15,000	Same location	No changes	Room 228A planned for access to catwalk for the Theater. Room 228 repurposed for faculty office. Requestor submitted a new request to adjust room G130. Two option suggested - breakroom with no sink and the fully equipped breakroom (expensive approach due to slab trenching to connect sink to sewer line). Estimates needed.	9/13/2012, 9/11/2018
	2 within Spring 3 2013 review	Department of Mathematics	Regular classrooms would not serve the purpose, computer labs are always scheduled.		Need a classroom/lab space with 32-40 computer tables configured for Math Learning Lab with each station having access to CSU server.	Lab approach will be efficient where the entire class uses computers and have instructor available to answer questions and give help. This approach will support Objectives 5 (Restructuring Instructional Delivery) & 6 (Redesign of Learning Support) of BOR Action Implementation Steps and Complete College Georgia.	Will not have a designated space for engaging the student in working problems under supervision of their instructor. Also, a PO has been issued for purchasing of furniture.	TBD based on project scope.	Need to identify classroom large enough to hold individual work stations for each student to have access to the Internet and Math Server.	Large enough classroom to hold individual work stations for each student to have access to the Internet and Math Server	Room identified T112. Need estimates for furniture, IT and power to accommodate table layout.	3/6/13

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	5 within Spring 4 2013 review	Recreation & Wellness	Exterior - intersection of Sanford & Simpson Drives		Improve green space, level the surface to minimize the risk of injuries.	Enhance student engagement through participation in outdoor recreation, expand intramural and sport club programming and flexibility with scheduling activities.	Student organization will continue to use the soccer field and potentially cause damage to it. Will use green space behind the SAC that is not intended for activities like Frisbee, kickball, and flag football.	\$629,800	Intersection of Sanford & Simpson Drives	N/A	On hold due to high cost and funds availability, as well as soil conditions in the requested location.	3/11/13
	8 within Spring 5 2013 review	Spivey Hall	Loading dock		Install edge-of-dock leveler, awning, demolish existing staircase and replace with concrete ramp.	An edge-of-dock leveler will assist with safety while loading/unloading vehicles, ramp access to the dock will lessen personal injuries lifting equipment and improve speed /efficiency while loading/unloading equipment, and provide wheelchair access to backstage of Spivey Hall.	Possible damage to state owned and non-state owned property as well as personal injuries to employees and guest artists of Spivey Hall	\$34,200	No changes	No changes	Planned to be addressed with Academic Core renovations phase III	3/10/13

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	4 within Fall 2013 review 6	Division of Extended Programs / Student Affairs Division	Modify existing space and enclose atrium space to create office suite.	Does not exist	Enclose common atrium space to create suite with hallway that runs from the back corner of OIP to the front of UC211. Area affects Student Affairs offices , so need approval from Student Affairs.	Improve working environment for Dual-Enrollment, Office of International Programs, and Office of Distance Learning. These programs are emphasized in the USG strategic initiative to internalize the curriculum and Complete College Georgia initiative. These programs emphasized in the University's strategic goals of internationalizing the curriculum and creating accessible programs that will assist in student retainage.	No improvement to work environment.	\$15,000 (for store front glass wall + door relocation) + additional cost for sprinkler adjustment.	Enclose 135 square foot of existing lobby space on 2nd floor of University Center near 207-211 rooms.	Enclose 135 sq.ft. of common space to create a corridor for office suite.	Awaiting funds.	9/20/13
	2 within Spring 2014 review 7	School of Nursing	CE 323	580 sq.ft.	New request- create executive suite with 3 offices in 323. Initial request-Build 3 individual offices with open reception area remaining in CE323.	CE 323 is the Advising Suite. When students meet with their advisors, there is no confidentiality and discussion can be heard by other students.	FERPA violation.	\$60,000	Same location	No changes	Space adaptation for simulation lab is in progress	2/27/2014, 8/13/18
	Was not prioritized due to funding by department 8	Auxiliary	James M. Baker University Center, Dining Hall	320 sq.ft.	Remove existing salad bar and millwork along curved glass brick wall. If possible, remove millwork and walls to the right of the Servery entrance. Reconfigure demonstration area and install mobile salad bar. Create more enclosed storage.	Based on customer survey feedback, the current salad bar is too small and is not customer friendly, demonstration station does not allow for efficient use. Renovation would allow installation of mobile units designed specifically for the purpose of salad bar and demonstration cooking.	The salad bar options will be limited. The demonstration cooking will continue to be inefficient and not provide the best options. The customer satisfaction issues will not be properly addressed resulting in lower meal plan sales.	Funding may be available by requestor.	Same location	No changes to square footage	Requestor is working with their food vendor to plan it.	9/19/14

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	3 within Fall 2015 review	IT	Rooms 117, 123, 125, 163, 167	Total existing 3,080 sq.ft = 117 (1,250 sq.ft.), 125 (900 sq.ft.), 163 (610 sq.ft.), 167 (320 sq.ft.)	Enhance use of existing space to accommodate staff and consolidate university/campus services to students, faculty and staff.	Existing space is shared and overcrowded. Redesign of space will allow for enhanced productivity and improved service to the University and allow for continued growth.	Campus services and productivity will be hampered and limited to the space that is currently occupied.	Scope of work needs defined prior to estimates	Reconfigure rooms 117, 123, 125, 163-167	3,704 sq.ft. with addition of room 123 (624 sq.ft.)	Requester has decided to use phased out approach. Room 125 awaiting funds. Room 123 - construction in progress. Room 117 completed. Room 165 added to scope and completed. Scope for 163 has been completed.	9/10/15
	2 within Fall 2016 review	Office of Advancement	Expand office of VP of University Advancement - Phase II	175 sq.ft out of 2,600 sq.ft. occupied by the department	Expand the office of VP to allow for small meetings of staff, volunteers and donors	The current space is uncomfortable for meeting of more than two people. It would be helpful to have space for the VPUA to host small meetings(ad hoc or planned) without having to use one of the two conference rooms available for the entire building.	It will lessen productivity.	\$12,735	Expand into a corner office currently occupied by AVP of Marketing and Communication	270 sq.ft.	The requestor put the project on hold	9/12/16
	3 within Fall 2016 review	Office of Advancement	Office 221 and 222	72 sq.ft out of 2,600 sq.ft. occupied by the department	Remove wall between file room and existing office to make an office larger	This will allow for better use of space and greater efficiency	Loss of work productivity	\$6,200	Merge office 221 and file room 222	112 sq.ft.	The requestor put the project on hold	9/12/16
	4 within Fall 2016 review	Disability Resource Center	Wooden walk path to CSU East side	about 800 linear feet of wooden pathway	ADA compliant walkway connecting CSU main campus and CSU East is required by law.	The existing wooden pathway is inaccessible to student, faculty, staff and visitors who have mobility or endurance related disabilities. It has steps and steep slippery when wet slope.	A significant increase in liability to CSU and the University System of Georgia as a whole, given the protracted length of noncompliance.	\$996,260	Walk path proposed to be constructed as part of the egress road construction.	Final road design will define the length of the walk path.	Construction of the walk path will be completed along with egress road construction. Construction is in progress.	9/16/16

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	No priority number assigned within Spring 2017 review as request is funded by requester and does not affect other departments	Auxiliary	University Center Card Office	450 sq.ft.	Phased out approach to: Phase I - relocate Laker Card office to Loch Shop in Edgewater Hall Phase II - Move administrative offices from UC (behind Laker Card) to Loch Shop to utilize Public Safety roll call after PS moves out to East side Trammell)	Relocating the Laker Card will allow auxiliary to increase operational efficiency. This will develop a one-stop shop for new students during orientation and registration.	Flat or declining sales in the Loch Shop. Continued frustration for new students having to go to a different building for ID cards.	Funding may be available by requestor		New location however no changes to square footage	Phase I-Free standing reception desk suggested instead of relocation of existing counter as it may not be feasible to reassemble without damaging it. Phase II-reassignment of space has to be approved.	10/5/16
	1 within Fall 2017 review	Combined request from Budget of Finance and Public Safety	Arbor Hall loft	Does not exist	Build 2 offices for Budget department and reassign 1 existing office to Public Safety substation to enhance security in the East side of campus	Substation is required for security purposes in the East site and provide needed offices for Budget & Finance department to secure their specialized equipment.	If not completed could continue being a security concern for people occupying the buildings that considered remote from the main part of the campus.			230 s.f. for 2 offices	Proposed two offices to be build at second floor loft is postponed at the moment, estimates received. Installation of exterior surveillance cameras are being addressed with the egress road construction that is underway. Installation of door bell at Woodlands Hall 1st floor entrance completed. Public Safety office approved to move to 118 in Arbor Hall.	9/20/17

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	2 within Fall 15 2017 review	School of Nursing	Harry S. Downs building and multiple locations throughout campus	N/A	Remove 'Continuing Education' from the parapet of the building, repair hall and paint. Explore other additional campus signage options for both Continuing Ed and School of Nursing to improve navigation around the campus.	Display of only Continuing Education on the signage is confusing for people looking for the School of Nursing and does not highlight an academic program.	Not implementing this request will continue to have inadequate signage for the School of Nursing.	Funding may be available by requestor. Estimated project cost \$7,650	Harry S. Downs building and multiple locations throughout campus	N/A	Vehicle directional signs have been updated with building new name. Having department name on signs was not approved. Update to the façade letters awaiting funds. Department requested to present their need to the signage committee.	8/28/17
	3 within Fall 16 2017 review	Admissions	Edgewater Hall 1st floor	62 s.f.; 132s.f.; 137 s.f.;	Add work surface to cubicle 138H for 2 people; move call center into 138H, 138E, 138G, adjust 156 for office space; move furniture from 154 to 156; add doorway between 152 and 154; create two office spaces in place of 138A and 138B.	This project may enhance process with enrollment by centralizing admissions business operations in one location.	Creating two offices in place of two workstation cubicles, some workstation cubicle space will be reduced due to accessibility requirements.	Funding may be available by requestor.	Two cubicles to be converted to offices.	No changes to total square footage, improvements in functionality	Part of the request postponed by requestor. Admissions front area adjustments and Graduate School move completed. Await funding for the remaining scope.	9/18/17
	5 within Fall 17 2017 review	Facilities Management	Facilities Management	No changes to square footage , all requested rooms are Facilities Management existing space, improvements for breakroom repurposing.	Create at least two breakrooms for plant operations staff.	Custodians would need a break room to have their lunch breaks while they are away from FM building.	If custodians have to travel all the way to FM building for breaks it would leave them less time for rest and would affect their work efficiency.		UC 100s.f., Edgewater Hall 150 s.f., Library 556 s.f.	No changes to square footage , improvements for breakroom repurposing.	Recommended to adjust room 242 in the University Center for breakroom and mechanical room in Edgewater Hall to create alcove for the break area. Partially completed- UC 242 adjusted for breakroom, other two rooms awaiting funds.	9/27/17

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	1 within Fall 18 2018 review	Center for Advising and Retention	Magnolia Hall, 164	No changes to square footage	Provide adequate power and Internet for 3 workstations in office 164 Magnolia Hall. Assist with sound transfer quote for white noise machines.	In preparation to employ two additional grad assistants need to prepare space to fit 3 workstations.	If request is not completed there will be no sufficient office space to house the additional positions and PBI funding will be lost	Electrical to be done in-house, IT will do assessment for data.	No changes to location, installation as per request	No changes to square footage		4/27/18
	2 within Fall 19 2018 review	University Health Services	Laker Village 1000	No changes to square footage	Improve security features in UHS reception area - install glass window for two locations at reception desk, install card reader at front entrance, new closing mechanism for the front door, panic button at front desk.	With large volume of pedestrian traffic and access from guests visiting residential students and being a clinic adds vulnerability and safety concerns to the clinic staff from individuals who might be drug-seekers.	If request is not completed staff dissatisfaction and potential of attracting criminal activity with cash and medication in the area. Potential safety risk to staff and patience in isolated areas.	\$2,487 with glass and \$2,680 with Lexan material. Panic button - by IT with collaboration with Public Safety.	No changes	No changes to square footage	Recommended to replace or correct door latch and install glass. Security button, camera and card reader has to be reviewed by Security and Safety committee. Quotes for glass installation provided to requestor.	9/20/18
	3 within Fall 20 2018 Review	University Health Services	Laker Village 1001	No changes to square footage	Place an iron gate or something visually acceptable outside of the UHS breezeway side door to prevent pedestrian traffic flow from Harper drive through the Laker Village courtyard.	UHS seeks to minimize unauthorized access near side door to the clinic. Majority of traffic from Harper Drive has no relation to CSU and just pass through to the MARTA bus stop. The gate would be immediate enhancement to safety.	If request is not completed staff dissatisfaction and potential of attracting criminal activity with cash and medication in the area. Potential safety risk to staff and patience in isolated areas.	To be assessed after Fire Marshall approval	No changes	No changes to square footage	County and City Fire Marshall approval needed for pedestrian gate installation. Passage under the building is designed to be used for medical and emergency egress.	9/20/18
	4 within Fall 21 2018 review	College of Business	College of Business T240A	Divide existing room into two offices	Convert collaboration/conference room to two office spaces.	Existing office space reached capacity. With addition of the new tenure faculty, one permanent full-time faculty member and one full time instructor and one temporary instructor converting existing collaborative space room to 2 offices will solve the need for the near future and to comply with AACSB accreditation that requires part time faculty at 15%.	Without additional office space insufficient full-time faculty to teach required and elective courses, increase in class sizes, use of larger number of part-time faculty, jeopardize AACSB accreditation.	Funding is not available by requestor	Same location	No changes to overall square footage for the department	Committee recommends to modify the requested space. New layout and scope of work provided to requestor.	9/13/18

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	6 within Fall 22 2018 review	CIMS	James M. Baker University Center, U311	Modify existing U311 classroom	Create experimental observable learning space for UC311 classroom	Replace classroom along the corridor side wall with a floor to ceiling transparent wall(glass), replace current door with a glass door, replace furniture with modular furniture to allow different configurations, relocate lectern to a north west corner of the room, install white board on the Southside wall., replace tiles on floor.	A MailChamp provided a first grant to modernize and create experimental classroom, the next grants installments would depend on the fulfillment of the requirements of the first one and may be cancelled if no action taken.	Funding is avavailable by external sources if project feasibility confirmed before June 2019.	Same location	No changes to square footage	Denied - Physical assessment for UC311 classroom revealed removal of wall not feasible due to structural beams and other obstructions in the demising wall between hallway and the classroom.	8/13/18