



Call to Order

Dr. Graham called the meeting to order.

Meeting Time and Committee Composition

The committee agreed changing the meeting time from 8:30 a.m. to 9 a.m. The new members that were added are: Deans Scriven and Battle, Dr. Frank Ingram, Dr. Kathy Stitts, Jaden Clark as student representation and adding another representative from the Registrar's Office. Removed Vernon Shanks.

Capital Projects

Union Station

The university

Summer Projects Updates

This summer about 150 people were relocated to temporary places on campus while several projects were performed such as HVAC system and the installation of emergency generators. Provost Graham recognized the task force and thanked for their great work. The provost was gently reminded that he owed the task force lunch for their hard work.

RJR-HVAC

The only part of the summer project that was not completed is the heating portion in RJR.

Lighting Repairs

Most of the exterior lighting on the east side of campus was repaired. During the process, there were a few lamps blew out that had to be replaced. The lighting near the clock tower was replaced. Jimmy Norwood is scheduled to meet with campus police to get update on the other lamps on campus.

Paving Repairs

The paving in parking lot F behind Hauser building, Cromartie Street near Gaines gym and executive staff parking areas was repaved.

A question was raised if there are any summer projects anticipated for next year. Mr. McMullen is assessing the needs and composing a long-range repair schedule. At this time, the projects have not been identified.

KR Williams

The Design and Construction Office has received new bids for replacing the roof near the stage at KR Williams. Also, there are plans to replace some of the masonry, waterproofing selective areas, and to do some interior painting in KR Williams which is expected to be a 120 day project. Facilities is working with the homecoming team and are not anticipating any interference with homecoming activities.

Capital Projects



The Science Building is approximately 87% complete. IT Staff and State IG are involved with getting internet connections in the new science building. The BOT is scheduled to tour the building at their September meeting. The construction is expected to be complete in December. The decision to begin scheduling classes in the building possibly fall and move people in the building in the Summer I. The ribbon cutting may be held in January.

Union Station

Jimmy Norwood and team had an exploratory meeting with the City Manager. The City Manager is reviewing the proposal that the university submitted. The university may be ready to move in March. The university's proposal was approved by the City's Financial Council. At the next Space Committee, we will discuss WSSU's presence at Union Station. Also, at the next meeting, the committee needs to discuss space campus wide.

Space Request

Center of Excellence for the Elimination Health Disparities (CEEHD)

The CEEHD is requesting to locate their office (4 offices) to the CDI. Dr. Lynch shared her ideas about addressing the center's functionality and accountability of occupants.

Provost Graham requested Dr. Lynch to submit the following items to him in 21 days:

1. Vision for the CDI
 - a. How CEEHD and Social Mobility connect to the CDI's vision
2. Seed money (comes from director's salary) Director or philosophically help

Action Taken: The proposal was tabled (Malette).

SG Atkins Scholars' Society

The request is to locate SG Atkins Scholars' Society and Undergraduate Research to 20A & 20B in RJR.

Action Taken: The proposal was properly moved and carried approving co-relocating SG Atkins Scholars' Society and Undergraduate Research Office to the lower level of RJR (Cobb/Gibson).

Conversation about space management

- Dr. Lynch requested a blueprint copy of the buildings on campus.
- Ms. Cobb asked if the university will have a space utilization drive (global use of space) that contains all the buildings on campus. The system can be opened to students to reserve space as well. IT has the infrastructure manage and govern the university's space utilization.
- Provost Graham asked if there is a university scheduler. WSSU has building coordinators, who are responsible for scheduling for certain buildings.

Jimmy Norwood asked about the process for receiving space requests. Facilities is only responsible for pushing proposals to the next level (Space Committee) unless the circumstances are not permitting.

Membership



WINSTON-SALEM
STATE UNIVERSITY

University Space Committee
September 9, 2019
8:30 am – 10:00 am
Minutes

A recommendation was made to add Dr. Erin Lynch to the Space Committee.

Adjournment

Meeting adjourned at 9:37 a.m.

Members present:

Anthony Graham	Carolynn Berry	Raisha Cobb	William Gibson
Erin Lynch	Constance Mallette	London Mickle	Jimmy Norwood
Melvin Norwood	Letitia Wall		