



**Space Utilization Advisory Committee Meeting**  
**Thursday, April 11, 2019**  
**Meeting Minutes**

**ATTENDANCE:**

- **Committee Members:** Jennifer Martin, Jason Tomlinson, Ainslie Nibert, Mary Thompson, Gretchen Busl, David Sweeten and William Munson
- **Resource Members:** Rob Ramirez, Bill Beckham, Matt Moustakas, Raechelle Clemmons and Greg Armor
- **Guests:** Donna Scott-Tilley, Barbara Lerner & Rana Askin

**WELCOME:**

- Jason welcomed the committee.

**MINUTES APPROVED:**

- The March 21, 2019 minutes were approved.

**SPACE REQUEST UPDATES:**

- Approved and in PIF Phase
  - Pioneer Center for Student Excellence, Dallas
  - Honors Scholars Program
- Center for Student Research/Center for Research Design and Analysis
  - Evaluating options to find the best possible solution.
- Jennifer and Jason will be doing a walk through TWU Dallas to identify possible spaces for Disability Services for Students and office space for College of Business. They will also be doing a CFO walk through to determine possible College of Business office spaces.

**PLANNING FOR BRECKENRIDGE HALL:**

- Currently is funded by Student Service fees. Possibly create an annex fee if non-Student Service funded offices are placed there.
- Looking into needed renovation projects such as roof replacement, converting a larger space into smaller spaces.
- Create a central hub for students as currently they are not sure where to go when they are first visiting the campus.
- Decide which entities need to be center of campus and have more visibility.
- CARE Frontiers Program provides services for students that have aged out of the foster care system. Space will be needed.
- Consolidation of Student Life Offices: Identify offices and departments that are staying and who needs to be in Breckenridge Hall and those that will be moving to the new Student Union.
- Creation of Arts Multiplex, in need of exhibit and performance space, will not fit into BH.

**REVIEW OF OPEN REQUESTS:**

- International Affairs  
Currently located in different buildings, would like to have an office space for both areas so that the current Executive Director does not have to split her time between the 2 offices. Would like to move Education Abroad to Jones Hall but if BH is going to be student centered, would be open to moving there as well.

- Visual Arts  
Creation of 20-30 student art studios, noted for future space.
- ESFL  
Two offices for future faculty, one faculty member will be replacing an existing space, will only need one new office, but that person has yet to be hired.
- Consolidation of Office of Technology from multiple campus spaces. Looking into possible options as that would be for a large number of people.

**ADJOURNMENT:**

The meeting was adjourned at 10:20am by Jennifer Martin.