



## Meeting Minutes

**Date** August 7, 2019

**Project** SSU Stevenson Hall

**Topic** Department Chairs Summer Meeting 4

**Location** Salazar 2<sup>nd</sup> Floor A&F Suite – Conference Room A

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- Overall Plan Development Update (10min)
  - Ground Floor
    - Footprint has been pulled back to original end of slab in most areas. (not specific comments)
    - Classrooms entry doors now at the corner of sawtooth configurations. (No specific comments)
    - L3 classrooms now shown opening directly onto courtyard space. (No specific comments)
    - Courtyard open stair configuration changed. (General agreement to approach)
  - Second Floor
    - Department Suite comments picked up.
    - Education Department Chair offices re-distributed.
    - Geography, Ecology, Microscopy Labs and storage door interconnections shown (No specific comments)
    - Faculty office “pods” now straightened out. (No specific comments)
    - Open stair configuration adjusted. (General agreement to approach)
    - Footprint pulled back behind exterior columns in majority of areas. (no specific comment)
    - Kitchenette enclosed (General agreement with approach)
    - Program relocated away from existing east bridge and stair. Open up additional views to exterior. Large shared conference room still located in new-building zone facing views. (General agreement with approach)

- Third Floor
  - Dean Suite located behind circulation space. (General agreement with approach)
  - Office “pods” straightened out. (General agreement with approach)
  - Footprint pulled back behind exterior columns in majority of areas. (no specific comment)
  - Kitchenette enclosed (General agreement with approach)
  - Program relocated away from existing east bridge and stair. Open up additional views to exterior. Large shared conference room still located in new-building zone facing views. (General agreement with approach)
  - Concern expressed regarding faculty office placement away from perimeter. Acoustic concern regarding collaborative space / office adjacency. (Design team directed to proceed in direction of in-board office location by University. Acoustics to be addressed with limiting space for larger groups and limiting outlets in these areas and acoustic design of walls, windows, doors.)
- Collaborative Space Update (15min)
  - Presented general furniture types and heights to encourage collaborative and individual work. (No specific comments)
  - Discussed writable surfaces in collaboration zones and outside classrooms. (General acceptance. Request to provide whiteboards in faculty offices as well. (Design team to take into consideration budget allowing)
- Faculty Office Layout Options (15min)
  - 4 options presented. General acceptance of Option A and D. Some faculty request additional bookshelf area.
  - VR presentation of office space. General acceptance of feel of office space and access to daylight and views. Larger windows would be of benefit if budget allows.
- Department Suite Update and Options (15min)
  - Department mailbox locations to be identified in plans at next level of design. Program confirmation of number and size required.