

Texas Woman's University
Space Utilization Advisory Committee
Meeting Minutes
April 12, 2018

- **Welcome**

- **Minutes approved for March 8, 2018 meeting, with one correction:** Page 3 –Reference to Nursing classes change to Physical Therapy classes.

- **Follow-up on Action Items from March 8, 2018 meeting (B. J. Crain):**
 - Bill Beckham reviewed with Coordinating Board representative SUAC's question regarding costs of library projects utilizing unfinished space. There is no average cost data available due to too few projects submitted to Coordinating Board.

- **Master Plan (MP) Review (Rob Ramirez):**
 - MP is living document subject to change and is a 20-year plan. The MP project has three phases; the first two phases are complete. Expect third phase to be completed in mid-June.
 - MP focus is to grow toward East campus which is undeveloped space.
 - Major areas of focus are Bell Avenue, Red Bud Lane, tree groves, new mall area linking West to East, using the creek area as a destination instead of obstacle, and developing the building complexes and park systems on the East side of campus,
 - Opportunity North of University Drive to create buildings, etc. that do not have to be on the main campus.
 - Currently, the MP analysis shows a projected need of 1.5 million gross square feet for activities in future.
 - The emphasis in future planning will be to move parking (new and existing) to the perimeter of campus.
 - Plans also include the development of entryways to the University with the possibility of using Ruddell as the East entrance into the campus.
 - Soccer fields are currently being relocated to the northern section of the golf course, on the east side of creek. An intramural field will also be moved to this area. Future athletic expansion would continue in this area to create an athletic complex.
 - The MP integrates fitness/jogging trails throughout the campus.
 - DCTA is currently considering a train stop on University Drive. If approved by the City, this could be a positive addition for TWU.

- **SUAC Space Request Form (B. J. Crain and Dr. Martin)**
Committee discussion:
 - The committee finalized discussions on the details of the request form.
 - The form needs to include space for Vice President approval.
 - SUAC will determine if presentation by requestor is needed once request is received.

- Consider creating a FAQ to assist requestors with completion of request form.
- **DRAFT Process Map of SUAC Request Form (B. J. Crain and Dr. Martin)**
 - Reviewed current form and made recommendations for changes in flow process and wording.
 - Will make new draft to be reviewed at next meeting.
- **Review of Requests for Space (B. J. Martin and Jennifer Martin)**
 - **Pioneer Center for Houston and Library expansion – committee discussion:**
 - Request focuses on need for study space vs. library resources.
 - Discussion on finishing undeveloped space on ½ of 8th floor to create combined space; however, there is not enough information to determine if this use is the highest priority for this space.
 - Library has \$\$ resources for part of project but additional funding will be required.
 - Committee needs more information to move forward. This request is “on hold” until more information on overall needs of the Houston campus are known.
 - Request needs to be aligned with MP.
- **Other item to be considered at next meeting:**
 - Kickoff of Old Main 2nd floor relocations and renovations for Center for Women’s Leadership in Business, Politics, and Public Policy

Committee members attending April 12th meeting: Greg Armor, Bill Beckham, B. J. Crain, Dennis Hoebee, Barbara Lerner, Jennifer Martin, Matthew Moore, Suzan South, Chad Swank (Dallas), David Sweeten, Myah Alexander, Matt Moustakas, and Ainslee Scott (Houston)

Committee members absent: Dr. Scott-Tilley

Next Meeting: Will schedule additional SUAC meeting prior to next regular meeting on May 10th.