SPACE ALLOCATION COMMITTEE  
November 18, 2009

Attending:  
Diane Anderson, David Dakin, Patrick Gorenchan, Andrew Ladd, Susan Kamman, Van Cooley,  
John Goes, George Kohrman, Barbara McKinney, Joan Herrington, Lowell Rinker, Bassam  
Harik, Anand Sankey, Conn Macomber

Department of Theatre Space Request:  
The Space Request and floor plans are attached at the end of this report.

The Department of Theatre has requested temporary (two to five years) use of space in Kohrman  
Hall for storage of costumes and stage scenery, and possibly for rehearsal space. The storage  
items need to be moved out of the AT Building because chronic building leaks and damp floors  
are damaging the items that are water- or humidity-sensitive. (The items that will remain in  
storage in the AT Building will be stored in containers raised above the floor.)

The space being requested is on the second floor of Kohrman Hall, in rooms that have been  
finished as “white box” space but are slated for eventual use as university classrooms when  
funding becomes available. The storage items will require air conditioning in summer. The  
Department of Theatre is contributing funds to cover the cost of supplying air conditioning to  
these rooms. The use of any of the space for rehearsal will only be approved if the space meets  
life safety code for this purpose, and if the rehearsal noise will not be heard in the classrooms  
across the hall.

Facilities Management will investigate  
- the most economical means of providing AC for this temporary purpose  
- whether sprinklers are working in these rooms  
- whether holding rehearsals in these spaces meets life safety code

Seita Scholars Program offices:  
Work is continuing in the lower level of Faunce – the former Registered Student Organization  
offices – on an office suite for the Seita Scholars Program. Move-in is expected after  
Thanksgiving holiday.

Air Force National Guard Space Request:  
The Air Force National Guard, not a campus organization, has expressed interest in using the  
University Surplus Sales room in the AT Building. They currently are accommodated in space  
assigned to the WMU Army ROTC. The Committee rejected this request.

Academic Classes in Non-classroom Buildings:  
There are several classes, mostly graduate seminars, scheduled in rooms in buildings that are not  
classroom buildings. Specific examples are Medieval Studies classes currently scheduled in
Walwood Hall and distance-learning classes scheduled in Ellsworth Hall. The university policy is to be compliant with life safety code for scheduled university classes. Life safety code applies if the numbers of students is greater than 5.

The Registrar will immediately relocate the Walwood Hall classes. Other possible code violations – Ellsworth, plus Moore Hall, Everett Tower, and the College of Aviation Maintenance Building will be investigated by Facilities Management.

**MDOT Labs:**
A handout with the project description and the proposed location is attached to the end of this report.

The university is still working with MDOT to get approval for building and leasing a facility on the Parkview Campus for testing and research purposes. It is expected that a design will be complete next spring, at which time there will be final approval to proceed.

**Ellsworth Hall:**
Work on remodeling the third floor of Ellsworth is to start in mid-December and continue through mid-March.

A new issue has been identified with the CVIT room on the first floor. This room is being scheduled for academic classes although it was originally programmed as faculty development use only. Code issues must be identified and corrected for continued use of this room for academic classes.

**University Archives and Regional History Collections:**
Completion of the contract with the selected design firm SHW Group has been delayed while details of two scope changes are being worked out. The proposed change to study a second site (near Waldo Library) will not be funded. The proposed addition of an expert consultant will be funded by University Libraries.

There is another option of a possible leased off-campus site that is being reviewed.

**Sangren Hall Capital Project:**
Proposed New Sangren Hall site plan is attached at the end of this report.

The university is preparing the FY 2011 Capital Outlay Request for Phase II of the Sangren Hall project, due at the State Budget Office by December 4, and the Programming / Schematic Design Submittal for the project, which can be submitted after approval of the Phase II project. The decision to pursue a new building instead of renovating the existing building is based on many factors, among them:
Only a new building can successfully meet ALL the program requirements, especially those for university classrooms
- Renovation was shown to be significantly more expensive than new construction
- A new building will have significantly lower operating costs
- A new building will achieve more LEED rating points (the goal is to achieve a LEED Gold rating)

WMU had allocated several million dollars for preparing alternative classrooms and offices and relocating all the building functions during the renovation. Under the new building design, most of the building will remain occupied during construction. WMU is committing that portion of the relocation monies to the new building project, over and above the required match for capital construction.

The ultimate decision from the State is expecting by January.
Request for Space

Western Michigan University
Facilities Management Department
Policy: All requests for new space or a change in how space is allocated between colleges or other administrative units must be forwarded to the Space Utilization Manager for the review and approval process. Fill out the form and print or save as a pdf file. E-mail it to: famis@wmich.edu or send a fax to 387-8818.

**CONTACT INFORMATION:**

<table>
<thead>
<tr>
<th>Requesting Department: Theatre</th>
<th>Date: 10/30/09</th>
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</thead>
<tbody>
<tr>
<td>Name: Cheryl Bruey</td>
<td>Phone: 387-3912</td>
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<tr>
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**DESCRIPTION OF SPACE NEED:**

Please contact the Space Utilization Manager if you need floor plans of assistance completing this form. Phone: 387-8825; e-mail: famis@wmich.edu

A. Space will be used for:  ○ Instruction  ○ Research  ○ Administration  ● Storage  ○ Support  ○ Other

B. Space will be used by:  ● Faculty  ○ Prof. Staff  ○ Class. Staff  ○ RA / TA  ○ Students  ○ Other

C. Have you identified a suitable location for this new space that may be available?  ● Yes  ○ No (If No, please proceed to line "H").

D. If Yes, please describe, using building/room #’s or attach drawing/floor plans/diagrams:

Kohrman room #2233

E. Will you be vacating your current space?  ○ Yes  ● No

F. Will there need to be any remodeling or enhancements to accommodate your proposed use?  ● Yes  ○ No

G. If Yes, please briefly describe these changes.
   If more space is needed you may attach additional pages.
   Possibly power and a light, but this may not be necessary.

H. Please briefly describe how the space will be used as well as why new/additional space is needed.
   (You may attach drawings / floor plans / diagrams):

   The space will be used for additional scenery storage for the Department of Theatre.

I. Please describe any special requirements for this space, including the need for proximity to other facilities. (If more space is needed you may attach additional pages):

   We need a dry storage space with easy access and an elevator.

J. Date Needed  ○ ASAP  Length of time needed:  ● Indefinitely  ○ Grant Fund Number:

K. Do you have funding available to commit to relocation?  ● Yes  ○ No

L. Please provide the Net Assignable Square Feet (NASF) you are requesting in each category below:

<table>
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<tr>
<th>TOTAL Requested NASF:</th>
<th>Office / Work Room:</th>
<th>Research Lab:</th>
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B. Space will be used by: ● Faculty ◯ Prof. Staff ◯ Class. Staff ◯ RA / TA ◯ Students ◯ Other
C. Have you identified a suitable location for this new space that may be available? ● Yes ◯ No (If No, please proceed to line "H").
D. If Yes, please describe, using building/room #’s or attach drawing/floor plans/diagrams: Kohrman room numbers 2227 and 2229
E. Will you be vacating your current space? ● Yes ◯ No
F. Will there need to be any remodeling or enhancements to accommodate your proposed use? ● Yes ◯ No
G. If Yes, please briefly describe these changes.
H. Please briefly describe how the space will be used as well as why new/additional space is needed.
   (You may attach drawings / floor plans / diagrams):
   The space will be used to store Department of Theatre Costumes. Budget reductions have made it necessary to retain and re-use costumes for future productions. At present we do not have adequate storage space to retain and grow our costume stock.
I. Please describe any special requirements for this space, including the need for proximity to other facilities. (If more space is needed you may attach additional pages):
   The space needs temperature control specifically cooling so stored costumes do not mold. Proximity to GilmoreTheatre
J. Date Needed | ASAP | Length of time needed: | Indefinitely | Grant Fund Number:

K. Do you have funding available to commit to relocation? ● Yes ◯ No

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   - Teaching Lab: 
   - Storage: 
   - Other: 
   - Additional Notes:

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D. If Yes, please describe, using building/room #s or attach drawing/floor plans/diagrams:
Kohrman room #2225

E. Will you be vacating your current space?
- [ ] Yes
- [ ] No

F. Will there need to be any remodeling or enhancements to accommodate your proposed use?
- [ ] Yes
- [ ] No

G. If Yes, please briefly describe these changes.
Power and a lighting fixture.

H. Please briefly describe how the space will be used as well as why new/additional space is needed.
(You may attach drawings / floor plans / diagrams):
The space will be used for small group rehearsals.

I. Please describe any special requirements for this space, including the need for proximity to other facilities. (If more space is needed you may attach additional pages):
It is important that our rehearsals stay on main campus and that we have access from 6pm-11pm.

J. Date Needed: ASAP
Length of time needed: Indefinitely
Grant Fund Number: |

K. Do you have funding available to commit to relocation?
- [ ] Yes
- [ ] No

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Dean / Director / VP: [Signature] Date: 11/9/09
The total project square footage is approximately 10,000 GSF. The new addition to the pilot plant is imagined to be a high bay space similar in scale as well as architecture to the existing building. This addition must be independent of the pilot plant, in order to ensure security of the plant’s operation, and to provide adequate mechanical systems separation to prevent cross-contamination. The electrical and fire protection systems will be a continuation of the pilot plant’s main building systems.

Some program requirements identified are two labs, lab support spaces, two offices, two restrooms, common work room, and mechanical/electrical room. Other requirements have been discussed and need to be documented and developed.

Proposed Addition
Program cost estimate: $1,986,000
Two to three months to develop schematic design and estimate at a cost of approximately $15,000
A New Building

Site Plan