

**SPACE MANAGEMENT COMMITTEE AGENDA**  
**August 4, 2017**

**TO: Space Management Committee**

Terry Leist - Chair, Robert Mokwa – Vice Chair, Elizabeth (Betsy) Asserson, Kregg Aytes, Chris Fastnow, Chris Kearns, Milana Lazetich, Leslie Schmidt for Renee Reijo Pera, Bob Hietala, Leila Sterman, Carl Igo, David Singel, Kylar Clifton (ASMSU Senate President);

**Deans:** Kenning Arlitsch, Charles Boyer, Matthew Caires, Brett Gunnink, Karlene Hoo, Ilse-MariLee, Alison Harmon, Nicol Rae, Helen Melland, Sheldon McKamey, Royce Smith

**Support:** Dan Stevenson, Walt Banziger, EJ Hook, Tony Campeau, Alisha Downs, Hailey Muller, John How

**Invited Guests or Presenters:** Mary Hubbard, Mandy Hansen

**RE: Friday August 4, 2017 meeting of the Space Management Committee at 10A.M.-12P.M., in the President’s Conference Room.**

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1. **RECOMMENDATION..... Gaines 24 & 26 – Sample Prep Facility**  
Presenter: Mary Hubbard
  2. **RECOMMENDATION..... Wilson Lobby English Dept Repurpose**  
Presenter: Mandy Hansen
  3. **RECOMMENDATION..... Rodeo Storage Shed**  
Presenter: John How
  4. **INFORMATION..... University Police Office Space**  
Presenter: John How
  5. **INFORMATION..... Classroom Committee Capacity Priorities**  
Presenter: Randy Stephens
  6. **INFORMATION ..... Space Management Policy Review**  
Presenter: John How

**Next meeting:**

September 1, 2017- President’s Conference Room

**Horizon Items:**

Research Space Processes/Committee  
Culbertson 200 Suite

cc:  
 Susan Fraser - Asst to Dean, College of Ag/MAES Director  
 Julia Tietz – Administrative Asst, Provost’s Office  
 Bridget Kevane – Assoc Dean, Letters & Science  
 Heidi Gagnon - Asst to the VP, Administration & Finance  
 Maggie Hayes (Hammett) - Asst to the President  
 Jennifer Joyce - Asst to the VP for Student Success  
 Brandy Murray - Asst to the VP for Research  
 MeMe Laney – Office Mgr/Admin Asst, Facilities Services  
 Jeff Bader – Vice President for Extension  
 Jerry Sheehan – VP and Chief Information Officer  
 Julie Heard – Asst to the Provost  
 Allie Wilson- Administrative Asst, CPDC

*Space Requests- Non-Committee Approved*

Department	Request	Office Assigned
Safety & Risk Management	Temporary cubicle in Plew building for new position: Emergency Management Coordinator. This assignment This assignment is necessary to provide new employee with training through Chris Catlett while he is working in Plew as temporary Director of Facilities.	Plew Cubicle (Temporarily) will move to SRM Building September 1 <sup>st</sup> 2017.
Yellowstone Public Radio	One Office space needed for new position based in Bozeman.	Temporarily assigned to Reid 321 until Culbertson 335 becomes available (November 2017)