MEMORANDUM

DATE: July 16, 2015

SUBJECT: BSU Academic Learning Center

 BTR No.: 1513

On Tuesday, July 14, 2015 a Steering Committee meeting was held at BSU. Present at the meeting were:

Martin Tadlock BSU

Karen Snorek BSU

Colleen Greer BSU

Randy Westhoff BSU

Troy Gilbertson BSU

Shawn Strong BSU

Michelle Frenzel BSU

Geri Olson BSU

Jeff Sande BSU

Travis Barnes BSU

Robb Carothers BSU

Sachel Josefson BSU

Kent Dirks MNSCU

Jeanne Qualley AFO

Ann Voda Bentz/Thompson/Rietow

Randy Moe Bentz/Thompson/Rietow

John Bergford Bentz/Thompson/Rietow

The team reviewed project progress to date. Summary of the discussion is as follows:

1. Review of Pre-Design objectives and scope:

Ann presented a brief overview of the overall scope and the strategic objectives of the project, including:

- Create collegial academic department neighborhoods or “Co-ops”

- Reduce SF; increasing utilization of existing learning spaces

- New Academic Learning Center: Flexible for all pedagogies

 - Student Resources at Library

1. Ann presented an overview of the process to date:
* Pre-Design confirmation, Focus Group meetings, Review of existing spaces, Program definitions and elaborations through ongoing dialogue
* Existing conditions survey by walk-through and photography, existing building plan study
* Testing of fit of programmed spaces into remodeled and/or existing building spaces
* Study of program fit, size, and orientation on site for the new ALC
1. Ann described some of the questions/challenges that have been raised by the process thus far:
* Fitting in “traditional” offices into limited space at the expense of collaborative space
* Provision for dedicated “departmental” Computer Labs versus open Computer Labs/ Classrooms
* Appropriate locations for Deans’ offices
* Parallel project of relocating Mass Communications to make space available
* Enhancing the definition of the Library as the “Learning Commons”
* Looking for opportunities to reduce costs
1. Project Cost and Budget were reviewed:

Ann presented the current cost comparison between the Pre-Design, the 6/23/15 Schematics and those that are to be reviewed at today’s meeting, with the following comments:

* Generally, with the cost assumptions that must be considered at this stage, the project appears to be $1.25 million over budget. This is including a 10% design contingency and State recommended escalation factors
* It was noted that the 6/23/15 schematics suggested steps to reduce the projected cost to within the budget, such as:
	+ Omit the ceramics studio addition to Bridgeman
	+ Significantly reduce scope of work in the library (eliminate all remodeling and reduce renewal area by half except for that required for Writing Center and Tutoring)
	+ Proportionally reduce each program area or omit certain programmed areas in the new Academic Learning Center
	+ Omit the tiered lecture hall in the new ALC and possibly remodel theater in Bangsberg
	+ Provide flat-floored lecture hall and use technology to facilitate sight lines and access to instructor (allowing future flexibility to remodel into 2 large classrooms or other programs)
	+ Do no work on 3rd Floor Bensen except remodel the Anthropology Lab into a larger general classroom.
	+ Preserve one classroom on 4th Floor Bensen and fit HSHE Dean on that floor as well.
* It was also noted that during program/cost discussion at the 6/23/15 meeting, the following were among the priorities to be considered when moving forward:
	+ New construction of the ALC
	+ Student “Learning Commons” within the Library
	+ Maximize the program areas on 4th Bensen, since it will be substantially remodeled
1. Review of Current ALC Schematics:
* Randy presented an overview of the current ALC plan considerations, including:
	+ Of the three primary options that have been studied to this point, the option to fully open the Main Quad to the Lake was the option being pursued with the new ALC located directly adjacent to the east end of Bridgeman
	+ With the above location in mind, the location of the large Lecture Hall / Event Space at the Bridgeman side or the Lake side of the ALC was illustrated and pros/cons discussed.
	+ (The general preference of the group was to locate it near Bridgeman.)
	+ Discussion of the Special Program components that were originally scheduled for the ALC, though some have indicated a preference for the Library. (No firm conclusion was reached, but program directors will be consulted further.)
	+ Option to locate Dean suite in the ALC in lieu of Special Programs
	+ Related to the above program considerations, building staff was discussed
* A question was raised as to whether LEED Silver Certification and its associated cost was worth pursuing, given the budget challenges. (It was noted that achievement of State mandated B3 guidelines will achieve a significant portion of the LEED requirements, such that the premium is not anticipated to be great, though it will need to be managed in the context of the overall project cost.)
* Randy also presented conceptual site diagrams prepared by DFA (Landscape Architect) that suggest creating distinctly defined areas of native plantings contrasting with areas of lawn defined by circulation paths, existing Quad geometry, building geometry and orientation/relationship to the lake (This will be further developed along with the preferred ALC configuration.)
* The idea of a sheltered “porch” or plinth for exterior space to the south of the ALC was presented as a means to reinforce the circulation from Bridgeman and the Quad, provide an outdoor gathering space for events and day-to-day use, and as a transition from building to landscape.
1. Review of Current Remodel Schematics:

1st Floor AC Clark Library

* The existing Computer Classroom will remain.
* The room adjacent the Computer Classroom currently contains microfiche that will be relocated (possibly to the “Legacy Equipment” room) or digitized so that the Computer Classroom can be expanded or it can be used as another similar space
* The Map Library is relocated to the enlarged (combined) renovated space, as shown in the Pre-Design.

3rd Floor AC Clark Library

* Renovations include areas for the Writing and Tutoring Centers, including the Math Help Center.
* (It was noted the current plan indicated capturing the space for Assistive Technology, so this will need to be adjusted.)
* Furniture solutions will provide the majority of collaborative learning areas, with a mixture of enclosed and semi-enclosed areas, some at the perimeter partially defined by walls
* (The furniture budget for the library and the balance of the projects needs clarification.)
* It was suggested that Java City relocate to the Library and operate the Coffee outlet scheduled for the alcove inside the entry.
* It was noted that classroom space will still be important in the Library, so an alternative location will need to be found, since the current classroom on the 3rd floor has been converted to the Writing and Tutoring Center
* The specific needs for Circulation, Reference and the IT Reference/Help need to be reviewed with the appropriate personnel.

4th Floor Bensen

* Per the suggestion at the last meeting, one of the existing classrooms has been retained on this floor
* The configuration and location of the faculty offices on this floor, since it will be almost completely remodeled, prompted an exploration of an alternative solution (versus the “traditional” exterior row of offices): placing glass-front offices to the interior, facing the perimeter circulation space that yields both deeper penetration of natural light into the floor space and collaborative space to the exterior. (This concept was received favorably and will be developed further.)
* Schematic axonometric views of the prospective spaces illustrating the differing strategies were shown.
* The current floor plan leaves the existing toilets rooms as is, whereas the Pre-Design diagrams suggested relocating and reconstructing them new.
* The small shared computer lab (6-10 stations) is no longer provided, due to further campus-wide consideration of the strategy of computer labs, shared and/or dedicated, and their appropriate location.

3rd Floor Bensen

* The HSHE Dean’s Office has been relocated to this floor.
* A progression of variations for this floor shown, from a more minimal approach (largely refresh) to a more aggressive approach with more remodeling, which proved to be the preferred direction. This included:
	+ Remodeling the Criminal Justice area with the approach taken on the 4th floor: glass-front offices facing the exterior wall which is lined with shared space, much of it open
	+ Relocation of the new classroom from the south wing to the main corridor
	+ Shifting the conference room from the main corridor to the south wing, with perimeter offices (many existing) for Education
	+ Shifts the Faculty Lounge to the current Student Lounge (originally projected as Collaborative Space)
	+ Projects “renewal” of current classrooms 351 & 352 rather “renovation” as was shown in the Pre-Design (though the scope needs clarification)

1st Floor Bangsberg

* Spaces are provided as outlined in the Pre-Design, with (6) offices for Philosophy and History, per the focus group meeting.
* It was noted during the discussion that Bangsberg 119 (Music Education Classroom), which is tiered, will likely need to be made accessible.

2nd Floor Bangsberg

* (2) revised plans were presented: the first only slightly modified from the previous version by opening up more collaborative space; the second suggested utilizing the same strategy as illustrated on the 4th floor of Bensen – locating glass-front offices to interior, facing collaborative space along the exterior wall (This more aggressive approach was again met positively, though it was also acknowledged that the circumstances in Bangsberg, requiring demolition of existing office partitions, are different than on 4th Bensen, where the entire floor is changing.)
* Another key distinction on this floor from the 6/23/15 meeting is the possibility that the Electronic Music Studio could be relocated to the lower level Black Box theater space. With the Piano/Keyboard Lab still moving to the 3rd Bangsberg, the space that had been assigned to Electronic Music can now be utilized as a general classroom and the two adjacent interior Bangsberg classrooms previously shown can be combined into one. (It was noted that the doors to the three classrooms in this latter scenario open in relatively close proximity; shifting them to be farther apart will be considered).

3rd Floor Bangsberg

* This floor is essentially as previously illustrated: relocated Piano/Keyboard Lab, (2) Large Practice Rooms and departmental office, lounge, work room and small conference for Music.

2nd Floor Sattgast

* As previously shown, the general strategy to move more area from the renovate category into the less-extensive “renew” category still applies.
* The Math Help Center has been relocated to the Library.
* The Math Library has been relocated from within the faculty office area to a portion of 248 and will also have some area available for general student population use.
* It was noted that the Math/GIS Computer Lab (the larger portion of 248) may utilize tables that store monitors, which would be larger, so a furniture layout is needed to test for desired capacity (40).
* As was suggested at the 6/23/15 Steering Meeting, the reception/staff area in the Dean’s suite has been shifted to the interior to accommodate more exterior offices.

3rd Floor Sattgast

* Since the 6/23/15 meeting, it was discovered that a portion of the space assigned in the Pre-Design to the Geography Labs (also currently the location of the BSUFA) currently contains the Physics Optics Lab, which would be difficult to relocate. Therefore, two of the three Geography Labs are shown in the available space, the third is shown in the current HS/HE Dean’s suite (who will be relocated to Bensen 3).
* The program requirements for the BSUFA are not specifically known, though they now occupy a suite of (4) rooms to be remodeled for Geography Labs. If the remaining portion of the current HS/HE Dean’s office is not sufficient for their needs, other space will have to be found.

2nd Floor Bridgeman

* Subsequent to the meeting, an additional area for the Art department student computer/large format printing area was added to the project to have a partition partially removed and a door added to allow connections for students using the related but separate areas.
1. Summary & Next Steps
* The current plans will be adjusted, developed and furniture (as known or projected) added to all remodeled spaces and the ALC.
* The refined preferred scope as noted above will be defined for Schematic Design pricing by CPMI and the CMaR.
* The August Focus Group (Stakeholder) meetings will be to report back to faculty departments the outcomes of the schematic development work completed by the Steering Committee and the Design Team. Further elaboration on the specific requirements for program spaces is expected, however, it will not be considered an opportunity to revisit the program.
* Distribute information to faculty as appropriate.

Next Meeting:

1:00 PM, Thursday, August 6, 2015.

CC: Attendees