



# Capital Planning and Space Allocation Committee

## Meeting Minutes

February 19, 2015 – 1:30 P.M

The meeting was called to order by Risa Palm at 1:30 p.m.

**Voting Members Present:** Pam Barr, Risa Palm, Jerry Rackliffe, George Rainbolt, Stephen Rosner, Volkan Topalli

**Non-voting Members Present:** Russ Seagren, Edgar Torbert, Ramesh Vakamudi

**Members Absent:** Charles Gilbreath, Jeffrey Lazarus, William Long, Jim Wehenmeyer

**Non-voting Members Absent:** Beth Jones

**Visitors Present:** Michael Eriksen, Matt Gillett, Frederic Grant, Kenneth Slade, Steve Wojcikowski

### Action Items

**1. Approval of minutes from September 25, 2014 meeting**

*A motion was made and carried to accept the September 25, 2014 meeting minutes.*

**2. After review and discussion of the four action items (1-4) on the agenda a motion was made and carried to approve the four items with the addition of building identifier as "Sports Arena" added to items 2 and 3. The action items approved were:**

- 1. Office of Sustainability** – The Office of Sustainability requires 4-5 offices and a meeting room. Space suitable to these needs has been located on the 7<sup>th</sup> Floor, 75 Piedmont. Area to be allocated is 1,800 sf.
- 2. College of Education – Department of Kinesiology and Health – *Sports Arena*** - The Department of Kinesiology and Health is in need of additional exercise lab space. The Athletics Department recently offered, in a show of collaborative cooperation, athletics spaces 106 and 106 A-C for assignment to

and use by the College of Education. The space will be renovated and become an extended lab in support of K & H research and teaching.  
**1604 sf.**

3. **College of Education – Department of Kinesiology and Health and Athletics Department – Sports Arena** - The College and Athletics have identified an opportunity to swap spaces that accommodates the growth and consolidation plans for both. The Athletics Department is releasing spaces 125, 127, 129, 130, 131, 133 in exchange for spaces 112, 114, 116, 118, and 121A currently assigned to Kinesiology. Total area to be exchanged is **1,474 sf** (538sf + 936sf).
4. **Robinson College of Business - Room 100s – 35 Broad Street** – This large room is available, vacant and requires very little modification to convert the space to a computer technology instructional and testing laboratory operated by the Robinson College of Business. Modifications to the space will include provision of low-voltage wiring, laboratory-type furnishing, and the closure of an existing opening between the room and adjacent bank area. Area allocated is **1,346 sf**. The College of Business will pay for necessary improvements to this area.

#### Information/ Discussion Items

1. **School of Public Health - Center for Healthy Development** – This Center currently resides in the 34 Peachtree Building. This is leased space and must be vacated by the end of the current fiscal year. Space will be available in the 2 Peachtree Annex when the Center for Health Policy (AYSPS) moves into new quarters on the 8<sup>th</sup> floor, 55 Park Place. The space to be occupied by the Center for Healthy Development is on the first and second floors and is approximately **9,742 square feet**. *Ramesh Vakamudi reported that proposed location of the Center for Healthy Development in 2 Peachtree Annex will be temporary, pending future relocation to Urban Life.*
2. **College of Education – Best Practices Training Initiative**– Best Practices Institute currently occupies space in the 34 Peachtree Building. This is leased space and must be vacated by end of this fiscal year. Best Practices will be moved relocated to the 6<sup>th</sup> floor, 75 Piedmont building, when vacant space there has been renovated. This new space is approximately **11,724 sf** in size and will house other program units from within the College of Education. Use of this floor was originally allocated to School of Public Health but, with their pending move to Urban Life, is no longer needed. *Ramesh Vakamudi reported that this is to be a permanent relocation.*
3. **Robinson College of Business – Small Business Development and Georgia Council on Economic Education** - The Robinson College of Business has two units in 10 Park Place. Both units are recommended for relocation to the 7<sup>th</sup> floor, 75 Piedmont, for temporary use until floors are ready to receive them in 55 Park Place. Area to be allocated is **5,670 sf**. *Ramesh Vakamudi reported that this move will be temporary until space is prepared for these agencies in 55 Park Place.*

- 4. School of Public Health – Staff and researcher numbers continue to increase in response to successful grant acquisitions by the School. While long range plans call for the School to move into the Urban Life Building after the College of Law relocates to its new building (Summer of 2015), the current need for additional office space for fifteen new and existing employees is unaddressed. There is available space on the 5<sup>th</sup> floor of 25PP Annex building that is sufficient to meet these immediate needs with minor improvements until all can be relocated to Urban Life. The area proposed for this temporary allocation is approximately 8,000 square feet. *Ramesh Vakamudi reported that this allocation will not impact the Woodruff Park District Improvements Project and that these employees will eventually be relocated to Urban Life.***
- 5. Finance and Administration – International Students In-processing – Two large (24-seat) training rooms are located in the basement of 10 Park Place. These spaces are used to in-process international students through payroll, benefits, and human resource orientation. A large training room and adjacent work area are proposed for this use in 25PP Annex, 4<sup>th</sup> floor. Area for this temporary allocation is approximately 1,400 sf. *Ramesh Vakamudi reported that this area and the School of Public Health on the 5<sup>th</sup> floor will require data wiring for connectivity.***

**There being no further business the meeting was adjourned by Risa Palm at 2:00 p.m.**