1. The meeting was called to order at 9:00 a.m. with a motion to approve the March 8 notes. It was mentioned that B. Ackland was present at the March 8 meeting and the notes should reflect that. B. Higgins moved to accept the minutes as amended. B. Ackland seconded the motion. Motion carried.

2. Old Business

a. Hudson Renovations – Supinski reported that the project is still moving ahead with Envisions. Homburger reported that a meeting will be set up with Sandy Baptie the first part of April to come back to campus to look at buildings and Scott Page to look at concepts. Three concepts have been proposed and the Fund has asked them to come back to talk to them. The project has escalated to 22 million where original funding was 14 million. Rationale for the increase is that all science buildings are being retrofit the same way. The VP’s have been made aware of the increase. Homburger is concerned about the credibility factor. He believes the project is not compromised at this time. He also reported that there cannot be a total interior “gut” rehab because of inside pillars. Grabczewski asked when will the data and networking people get involved. Supinski believes it will be another 6 months at least. An open forum will be held and Homburger will let them know the details. All areas of involvement will be invited.

b. Yokum Upgrade – Supinski reported that one section of the Yokum hallway/entrance has been completed. Work consisted of replacing lighting, stripping and painting the walls and replacing ceiling tiles and grid. Bids are out to complete the rest of the Yokum project in increments. There will be access to 200 and 202 over the summer months. Trying to write bids so they can go to local contractors. It is the hope the work can be completed by the end of summer.

c. Homburger made motion to approved Redcay 101 as an accounting lab. Seconded by C. Moulton.
   11 – Approved
   2 – Disapproved – B. Ackland and B. Higgins
   1 – Abstain – W. Duprey

Discussion:
Bleaux asked “what went wrong”? There was a lot of discussion that followed. Consensus was that a big part of the problem was communication. Bleaux reported the chain of events saying it started when Colin Reed brought a proposal to the CPC. He said there was money and the project needed to be completed by December. B. Higgins said he was surprised by the email that said the project was moving forward. He was confused as to whether CPC ever really approved the Redcay 101 project. Was there a motion made? He said he was feeling very awkward about the whole thing. Bleaux said she signed the form on behalf of the CPC to move the project ahead. Higgins was against the motion saying the financing as it relates to long term planning. There are too many
conflicting reports and it seems to be unstable. Mihalek asked if it was taking away from instructional space. There seems to be some mixed messages. Will lab be specialized?? He believes there will be request for dedicated labs from other areas. Hartman asked what is actually happening – status. Originally room 170 was proposed and a proposal was made to Colin Reed of other spaces with Redcay 101 being one of those spaces. Reed chose 101. Supinski looked at the air handling and electrical and gave an estimate of approximately $10k for the maintenance portion of it. Homburger says he is confident that the money is there. They will start with 12 computers and expand to 20. There was concern over dedicated space in that it can’t be shared. Is it specialized enough to not be opened up?? Conceptually it will be shared space. Ackland asked if the agreement for shared space was in writing. Bleaux reported that the software will be dedicated to accounting but other software could be put on the machines to make them available to other areas but her concern is who would be responsible for the security of the room and equipment if it is opened up. It was mentioned that perhaps someone from the SBE should make a presentation to CPC defining their request. It was agreed that we are not interested in going back to the beginning.

d. Higgins made a motion to notify the campus of the existence of the Space Form and Ackland seconded. Motion passed. Discussion: Question was asked to how we should send this out and who to send it to. It was suggested that a notification be put in the Digest giving instruction of where and how to obtain the form. Ackland said there should be an explanation indicating what Part A and Part B are and that 12/7/05 should appear on the bottom of the page.

e. Ackland made motion to get a note out to all the Deans and VPs explaining the maps and asking them to verify their spaces. C. Moulton seconded. Motion passed. Discussion: Bleaux will draft a letter to send to VP’s and Deans asking them to verify all their assigned spaces, what their current use is and what their projected use will be. She will send a copy to J. Homburger for review before sending.

f. Ackland made a motion to approve the Smart Classroom Proposal. Homburger seconded and all approved. Discussion: Bleaux distributed a list of proposed rooms to be turned into smart classrooms. Smart classrooms are a strategic initiative and it would be good if we could stay ahead of the request. Bleaux reported that the need for these classrooms has been researched and there is documentation to support the request. Ackland suggested Bleaux prioritize the list. Homburger believes Carol is the most informed in regards to this. She will put the list in priority order.

G. Grabczewski made a motion to continue to move ahead with some form of electronic drawings of campus buildings (interior and exterior). Stan will form a committee. Wright seconded the motion. All approved. Discussion: Stan will entertain any suggestions for members. All stake holders should be identified. What are the needs of the campus? S. Supinski will check with local contacts and try to get some guidance. We should try to get all of our drawings on cds as all new projects are coming through on cds. This project could be coupled with the GIS program that exists on campus. Caraballo reported that perhaps we could ask if students from the Autocad class at CVTEC take one of our buildings as a class project and convert
it to a CAD drawing. It would take a period of time to get it but it would be accurate. Grabczewski reported that he is getting frequent requests for building drawings but is hesitant to pass them out.

3. New Business
   a. Grabczewski made a motion to have the memo from Supinski on current and future storage needs sent again to Exec council. Mihalek seconded and all approved. Discussion: D. Wright reported that a memo went out to Exec council and expanded Exec council members January 27 asking them to identify their storage needs. At this time only 2 people have responded.

b. CPC membership – tabled
   There was some discussion on space and the committee’s responsibility. It is consensus that the charge for this committee is changing and evolving into space. The committee has no authority to approve or disapprove space. Question was asked “are we in charge of space?”

c. Smoking Kiosks – It was determined that CPC might not be the proper place for this. Moulton will bring to DIFR for impact on the dorms if she receives a petition. Supinski will handle the academic bldgs.

d. Elevator repair schedule and misc. – Supinski said the project will be starting April 3 with Kehoe being the biggest part of the picture. Stan brought finish samples for the committee to look at and give him feedback on. He would like to talk to Rich Higgins before making any decisions and see if he has an opinion as his department brings most of the visitors to that building.

e. College Center Office Space – Mihalek made a motion to have the space form filled out and submitted to committee. Duprey seconded the motion and all approved. Discussion: S. Johnson sent letter of request to CPC because he was not sure where to start. It was mentioned that it should go through the College Center Advisory Board and if approved there, a space form should be completed and submitted to CPC. Carol will contact him.

f. Switch Space – M. Caraballo reported that the new telephone switch takes about a quarter of the space of the old one. He would like to use the now vacant space to put in racks. It would require more lighting and a/c. Does he need to do a form? The conditions in the room are already appropriate for use. The space could be a central location for networking and such. Grabczewski says it would be a good place to put servers. Other suggestions were connections for Emergency Preparedness, Res Life card access and Tom Burl's area to name a few. Access to this area would have to be monitored as there would be security issues with equipment. It was suggested that the Telecom Advisory group meet to identify all users. Mike said he has no urgent need to move anything at this time.

Submitted by,
Diane Wright