

formerly known as CDAC meeting  
5/23/2005  
Swain 21A  
12:30 – 2:30

Attending:

David Lanier  
Jerry Guerrier  
Michael Pierce  
Megan Keefe  
Jeremiah Joyner  
Joe Schuch  
Tu Dang

- Jerry wanted to know about protocol for drawings etc.. should they still go to Joe's office for approval? David said yes, continue as is, David is just interim until new registrar is in place, he/she will decide on any procedure changes after they take over.

Michael presents Davie Hall Plans:

-only classroom in Davie is 101

- fixed podium, windows being closed up (due to fire escape rules), 5 foot screen – fixed podium has been ok'd by Jim Kessler already. Layout is being changed.
- Current plan has only 28 seats (current seating is 45) - Jerry wants to know if spacing in current design could be changed? No. Michael thinks current seating (45) is overcrowded. Megan is concerned because this is a seat loss of greater than 30%. Psychology department is aware of seat losses. They also want some of the (old) seats when they are removed.
- Equipment rack- will be built into podium at front of room. Joe/Tu will verify rough openings after getting a bid set from Michael.
- Revised construction schedule: Construction begins Aug 1<sup>st</sup>, w/ 100 days to complete project - anticipated that it will be back up and running for Spring 2006.

Michael presents Coker Hall Plans::

-only room in Coker is 201

- proposed seating is 171, but looks like there could be room for another row by changing middle row of tables/chairs (might up this to 175)
- Problems w/ height of room/sight lines/elevation
- dept. requested both screen is center – Joe/Tu do not like that, people on side would not be able to see screens. Problem with cavity at front of room – filled with electronic equipment/wiring, cannot be removed. BIOL did not want heads up displays/extras for back of room.

- Podium is off to side (right) at front of room
- Is there a sight line study for this room? No.
- Concern that BIOL may not realize the consequences of these design flaws. –Need to set up a meeting w/ Biol, Michael and workgroup – and sight line analysis. Drop down screens might not even work for back of room. Major issues with accommodating both front and back halves of room... Could podium be moved to center of room with 2 screens on each side?
- Let's revisit this issue after we have looked at a sight line study. Michael will get the designer to do that, then we will have a meeting and include Biology.
- wiring to each seat is increasing load to mech. room and may cause other issues – if there are budget problems does the workgroup think that this is an area that could be cut? YES. We may have wireless there w/in 2-3 years of project end date, but what about power for laptops- is there really a need for a room this size to have power and network access at every seat?
- Tu: wants to know about budget- only \$40,000 for av? Joe/Tu think it should be more like \$85,000 for auditorium, smaller budget should be for smaller rooms only. Michael will check into it, \$40,000 is not enough.
- Window treatments: has a north and east facing wall with windows- motorized shades? East facing wall definitely needs something to block out light- especially in morning. Michael will bring this issue to designer.
- Tu's comments: power/conduit/telecomm/broadband to podium, will provide Michael w/ rough openings- conduit needs to be behind rack (rack can be pulled out for maintenance). (also concerns w/ screens so close together and podium location- but we will wait and readdress these after sight line survey) Lighting zones & light for doc camera?
- Megan will check out Coker usage and see who else is using room as well as Biology.
- Megan: has scope of project (enddate) changed? Need to know whether we will have it for fall 06. Michael says no, project should still be done by Fall 06 (!?)

#### Jerry presents Hamilton Hall Plans:

- now project has more \$\$\$ (again) and everything has been thrown back in
- HM 100 seating: 403 fix. Tab armchairs, plus 20 additional handicapped seating (moved to back since that's where bathrooms are located)
  - 3 screens in front, 1 large center, 2 smaller on side, plus 2 additional midpoint screens for back of room.
  - All seats are wired w/ both data and pwr
  - Podium: looks like fixed on plans but shouldn't be – Jerry will check with the architect.
  - Looks like we will be able to maintain existing ductwork.

- Joe is concerned w/; personal safety – storage area being unlocked, someone could hide back there late at night. Issues w/ space storage for handicapped seating (removable chairs) – can we use stacking chairs and store them in a niche? Jerry will look into finding a niche space at back of room, then storage space in back of stage could be locked.

#### Smaller HM rooms:

All set up as conference style rooms– big square seating for conference style, tables can be broken up for classroom style problem is that only 16 fit at big square, dept wants all 20 to be able to sit at big square. Jerry will check into expanding this w/ designer.

-pull out equipment racks in one wall (like Phillips). Tu will provide cut sheets to Jerry – need to be able to pull out and spin both racks

- screen could be eliminated if wall is blank, just painted the correct shade of grey. Jerry will check this out.

HM 519 (tiny room) eliminate from project completely-? Will only have 8 seats if renovated. Ok with us to do nothing Registrar does not really have the need for a tiny room with lots of technology. If ok w/ dept it will remain unrenovated – (steal some space to use for av rack for next door room (517)?)

- new HM 452 (combining old 452 & 470 into one new room) total new cap of 40 on current design, (can't be more than 49) No way to squeeze more than 40 seats in there. Screen size needs to be 8 x6 -

- construction phases for HM – (Megan has correct dates for both phases)

Phase I (includes 100, 150 & 351) 1/06-8/06

Phase II (420, 423, 425, 452 &470, 517, 519 (may be cancelled), 523 & 570)  
6/06-5/07

#### Misc:

- Megan will calendar people for future CDAC meetings (invites)
- Megan wants to know who maintains listserv? Listserv admin is Jeremiah, he will add Megan/Kelly on as an admin if we would like-