



## NECC Strategic Plan

### Goal Team 1: Develop a Comprehensive Campus in Downtown Lawrence

#### Meeting Minutes

March 12, 2014

**Attendees:** Donna Bertolino, Rich Brown, Brad Buschur, Beth Donovan, Frank Dushame, Nancy Garcia, David Gingerella, Lane Glenn, Ellen Grondine, Mike Hearn, Martha Leavitt, George Moriarty, Dawna Perez, Wendy Shaffer, Rich Sommers & Lori Weir

**Absent:** Noemi Custodia-Lora, Pat Demers, Mary Farrell, Dick Goulet, Bill Heineman, Jean Poth & Magdalena Suarez-Shannon

#### Lawrence Campus Backfill Subcommittee Updates

Martha Leavitt/Rich Sommers/Frank Dushame

- **ECE room** - Convert L 014 to ECE room. Primarily paint, patch and close up a door, minimal structure changes. Cost estimate \$4700. Does not include furniture
- **Tutoring** –L200 expansion. IT electrical work, paint patching, new carpet, addition of a few interior windows. Cost estimate \$22,000
- **Dental material lab** –L011 to L024. Major construction required, need to open up the floor, plumbing and electrical work needed as well. . Construction cost estimate \$42,000, materials costs \$17,000
- **Assessment** – Looking at old CPAC space for new assessment location as a temp move until 420 Common St. is available. No structural construction needed, no flooring, IT will have computers avail as of July 1<sup>st</sup>. Furniture will be needed, furniture cost TBD. IT cost estimated \$3600 if new data switch needed costs could increase to \$12,000. However, data switch costs would be used for years to come.
- **Student success center** – Subcommittee recommendation is to have the student success center sit tight for now and plan to move them into the old CPAC space once assessment area moves out and into 420 Common St.
- **C206** –C206 furniture is available for redeployment.
- **IT Costs** – L09,18 and 22 no costs, L14 \$1000, L200-202-209 \$17,500 –62 pc's no cost because of redeploy. Printer request for tutoring. \$700-800. Data Switches - \$12,000 (might be able to scale back to one switch \$6000, 4 phones \$1100
- **Dimitry atrium**- Demolition cost estimated of the Dimitry atrium seating =\$10,000. Project includes removing the structure and adding new flooring. David suggested bring forward to student affairs committee. Ellen to add as action item.
- **Honors program space** – Martha still needs to discuss with Bill.

- **Office moves Dimitry building** – Proposed moves for discussion include; Noemi to move to L119 and Donna P. to move to L121
- **L100**-There will be vacant space. Working on fleshing this out with Nita. It will be on subcommittee discussion for next time. This will free up some office space at hall near security desk for alumni space, pace space etc.
- **Misc.** - Need to add replace damaged carpet in Dimitry building, 2<sup>nd</sup> floor as it is a safety issue. Martha will add to subcommittee list.

### Other Updates

**Lawrence backfill subcommittee** – The team did not meet on March 10<sup>th</sup>. Scheduled to meet on March 17<sup>th</sup>. Learning accommodations asked to be added to this subcommittee. Martha will take care of this request.

**MassWorks** – Brad and Lane attending meeting today preparing for the kick off for alleyway work. He asked if anyone had questions/concerns that they would like answered at the meeting. David mentioned the urgency for an accessible route from Common St lot to 420 Common St. Drainage is an issue right now, puddles, ice etc. Brad will bring this issue to the meeting. Brad asked why more people don't park in the Buckley garage. Overall feeling from team members was that the appearance of the Buckley garage (lack of lighting, broken down cars permanently residing there etc.) deters people from parking there especially at night.

**Information literacy lab** – Mike shared a plan to start working on the library construction in phases. phase one would be the Information literacy lab (see attached plan). Cost estimates for phase one = \$100,000 Most of the costs would be for IT infrastructure, and some demo of old kitchen area. He wanted to float the idea out there to everyone to start thinking about the possibility of breaking the library construction into phases.

**Facilities FY15 budget** - David suggested looking at utilizing the majority of the annual facilities painting and patching budget for FY15 on Lawrence campus projects since Haverhill Campus will be undergoing a capital improvement project on the Spurk building.

### Next Steps/Reminders

- No meeting on Wed, March 19<sup>th</sup>.
- Ellen to share Lawrence backfill subcommittee updates with goal one team members via email the week of March 17<sup>th</sup> to keep team efforts moving forward in the absence of a face to face meeting on March 19th.
- Ellen to discuss Dimitry Atrium seating structure demolition plan with student affairs committee and student senate.
- Finalize Noemi and Dawna office moves.

## Information Literacy Lab

While funding for the new proposed library has yet to be secured, the operational needs of the library continue to be strained by the current infrastructure. The plan for the proposed library is based on what was believed, and still is considered to be, necessary to adequately meet the informational needs of the students and faculty served on the expanding Lawrence campus. Until the full proposal is built out and completed, the Lawrence campus will lack the comprehensive library space it desperately needs.

However, because the economic realities have postponed the project, we have developed an interim proposal that will significantly improve the space and services of the library until such time that adequate funding for the entire project is available.

What I'd like for the team to consider is completing approximately half of the proposed library construction on the first floor (the easier half!) to create an Information Literacy Lab. The centerpiece of this would be a state of the art, smart instruction classroom in essentially the same location as proposed in the architectural renderings for the space. The biggest inadequacy in our current configuration is a dedicated instruction area in which we can teach students information literacy concepts in a classroom setting.

The lab area would also include the media room and group study room, as called for in the original plans. The group study room would serve as temporary librarian meeting and office space until the entire library is built.

The space would serve more needs than just library instruction, however. When the space is not being used as a classroom, it would be an open lab that students could use, and it would be staffed with a person(s) who could assist them with academic computing issues they were having. This model has been used successfully at the Haverhill campus, and this was an important outcome of the current AMP.

Completion of the lab is intended to be an initial phase of the overall library plan, but one that will have immediate impact on students. While some demolition would be required, most of it (bathrooms, HVAC, connecting stairs) is not a part of this proposal. Minimal construction would be needed to complete this project, but would include new doors, new/repaired walls and flooring. The largest cost would be IT infrastructure.

See attached drawing. Limits of proposal in blue. Orange walls are existing, though would require attention.

