**St. Charles Community College**

**Science Lab Task Force**

**November 13, 2020**

**MINUTES**

Members Present: Holly Martin, Rich Waligurski, Beth Michael-Smith, Tracy Powers, Stacey Thater, Katrita Akins, Nicole Pinaire

**ROLE OF TASK FORCE**:

Holly Martin welcomed the group and explained that there a 6-person limit to each task force. Current members include those above (minus Holly), but the membership may change throughout the project as needs change.

This task force is to provide guidance to develop proposed plans and create recommendations and work through final details of the plans for new science labs in the Bookstore/Café building. Ultimately, all final decisions will be made by the President and Board of Trustees.

**PROJECT OVERVIEW:**

Rich Waligurski stated that the budget is $5 million. All construction items, technology, and big equipment items (such as DI machine) must be included in the recommendation. The $5 million budget was developed with a consultant with experience in the cost of outfitting labs. Current timeline for the opening of the labs is January 2022. Science lab task force initial plans/recommendation is to be complete by January 25th Board of Trustees Meeting so that an architectural firm can be chosen. The work of the task force will continue after the architects are chosen.

**FURTHER DETAILS AND QUESTION/ANSWERS FROM TASK FORCE:**

* Average size of 1200 sq. feet for labs
* Plans must include a minimum of 5 labs
* Lab prep space must be included in plans
* Combined lab/lecture spaces are a possibility
* Office spaces for faculty (shared or private) should be a consideration
* Current lab space funding for upgrades in ADM building labs would need to come from this same budget
* Estimated costs for a chemistry lab - $800K
* Estimated costs for a biology lab - $450K
* Current physical science lab may have some equipment that could be used for chemistry labs

**ACTION ITEMS:**

* Determine which labs are needed.
  + Potential priority for classes that would help for future allied health growth as per environmental scan data of St. Charles County.
* Determine which prep space is needed.
* Determine what storage needs will be for these labs.
* Consider how using student workers and flow of space would need to be for students workers to use the space.
* Gather feedback from the science department faculty and staff.
* Take a tour of the Bookstore/Café space.

**NEXT MEETING**

The task force will officially meet on Friday, November 20, 2020, at 12 pm.