# Science Lab Task Force

## Meeting Minutes

11/20/2020, 12:30p-1:30p, Virtual (Zoom)

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| Present: | Holly Martin, Katrita Akins, Stacey Thater, Tracy Powers, Beth Michael-Smith, Nicole Pinaire, Rich Waligurski (Guest) |
| Next meeting: | 12/4, 12:30p-1:30p, Walk-Through of Current Lab Space in ADM building |

Announcements

* Science Department members on task force announced that they had met on 11/19/2020 to discuss plans and propose which labs would remain in ADM and which would move to the Café Bookstore building based on logistics of lab preparation and needs of department.
* Rich W. provided information regarding typical office space size, and that the plans would include repurposing existing bathrooms in the Café Bookstore building and common areas for student studying/gathering.

Discussion

* Science department task force members showed Rich and Holly an initial plan that would allow the department to double the lab space of the Chemistry and Physics/Physical Science departments and add 1-2 labs for the Biology department.
* Stacey T suggested that construction may need to happen in two phases so as not to disrupt any classes because current lab space is highly used and at a premium.
* Rich W. explained that architects will need to be involved in all aspects of project including providing ample power outlets for charging stations, etc.
* Rich W. gave timeline:
	+ Build process – Architects/Engineers submit RFQs, taskforce submit building needs
	+ RFQs – Due 12/9/2020
	+ Taskforce review RFQs 12/10/2020 – 1/4/2021
	+ Taskforce recommendations on RFQs – Due 1/8/2021 (Board meeting 1/25/2021)
	+ Construction proposed to begin August 2021

Action Items

* Refine the plans (task force)

Meeting Adjourned 1:30pm