# Science Lab Task Force

## Meeting Minutes

12/4/2020, 12:30p-1:30p, Walk-Through of Current Lab Space in ADM building

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| Present: | Holly Martin, Katrita Akins, Stacey Thater, Tracy Powers, Beth Michael-Smith, Nicole Pinaire, Rich Waligurski (Guest) |
| Next meeting: | 12/17, 12:30p-1:30p, Virtual (Zoom) |

Announcements

* Science Department members on task force announced that they had met on 12/1/2020 to discuss initial plans with all full-time faculty members of the Science Department. Faculty members gave input and made suggestions on potential future needs of the Department.
* Agenda for this meeting was to visit all current lab spaces in the ADM building to discuss needs of department and issues/problems/likes in current spaces

Discussion

* Suggestion to turn current Microbiology lab into Chemistry lab due to minimal infrastructure changes (Beth M-S.)
* Other spaces can be reconfigured but we will need estimates on cost of some changes, in particular for ADM 2419.
* New lab spaces in Café Bookstore will need a prep space with specific needs (Tracy P).
* Rich W. gave review of timeline again:
  + 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

* Continue to refine/rethink the plans (task force)
* Develop questions specific to our project for ranking of architects (task force)
* Estimate costs of changes to current ADM lab spaces to make them usable (Rich W.)

Meeting Adjourned 2:15pm