

## MICROBIOLOGY MEETING NOTES

---

**PROJECT:** University of Wisconsin – La Crosse  
PRAIRIE SPRINGS SCIENCE CENTER – PHASE II  
La Crosse, WI

**DFDM PROJECT NO:** 19G1J  
**RA PROJECT NO:** 1290E

**MEETING DATE:** December 18, 2020

**MEETING TIME:** 1:00-3:00pm

---

### ATTENDANCE:

Scott Schumacher	UW-La Crosse	<a href="mailto:sschumacher@uwlax.edu">sschumacher@uwlax.edu</a>
Michael Hoffman	UW-La Crosse	<a href="mailto:mhoffman@uwlax.edu">mhoffman@uwlax.edu</a>
Val Schute	River Architects	<a href="mailto:v.schute@river-architects.com">v.schute@river-architects.com</a>
Andy Hudzinski	River Architects	<a href="mailto:a.hudzinski@river-architects.com">a.hudzinski@river-architects.com</a>
Jeff Kuhse	River Architects	<a href="mailto:j.khuse@river-architects.com">j.khuse@river-architects.com</a>
David Johnson	SmithGroup	<a href="mailto:David.Johnson@smithgroup.com">David.Johnson@smithgroup.com</a>
Coty Sandberg	SmithGroup	<a href="mailto:Coty.Sandberg@smithgroup.com">Coty.Sandberg@smithgroup.com</a>
Emma Cuciurean-Zapan	SmithGroup	<a href="mailto:Emma.Cuciurean-Zapan@smithgroup.com">Emma.Cuciurean-Zapan@smithgroup.com</a>

---

### INTRODUCTION:

1. Coty Sandberg gave a brief overview of the agenda and goals for the meeting. The following items were noted:
    - a. Review program indicated in the December 2017 10% Concept Report.
    - b. Identify the high-level goals and needs of the department.
- 

### PROGRAMMING:

1. Mike Hoffman had the following questions:
  - a. Where would copy printing be located?
    - 10% Concept Report showed four shared printing areas distributed among floor levels. Depending on size of the department and amount of bulk printing being handled, the room sizes may fluctuate.
2. Classrooms:
  - a. Microbiology would not require support space adjacent to the classrooms.
  - b. One course of 30 students, 3-5 sections each. Flexible furniture arrangement needed. Discussion based course. Full active learning technology not required.
  - c. Lectures include anything from 10 to 30 students up to 80 to 90.
  - d. Overall, the programmed space for classroom is acceptable to Microbiology.

3. Shared Conference Rooms:
  - a. 20-seat conference room is adequate for departmental meetings.
  - b. Space needed for committee meetings of 3-5 occupants. Currently do not use technology in these spaces but it would be preferred to have the ability to use monitors.
  
4. Microbiology Culture:
  - a. Cohesive department.
  - b. Unified in primacy of teaching – do what it takes to education our students.
  - c. Peer institutions that have Microbiology that have examples? Mike noted that schools like UWL typically do not have a graduate Microbiology department. Most schools are commonly PhD programs that are better equipped from a research lab perspective.
  
5. Departmental Collaboration:
  - a. Co-location with Biology is important.
  - b. Some synergy with Biochemistry.
  - c. New collaboration with Physics by one faculty member.
  - d. Interdepartmental speaker series and committee.
  - e. Every 5-6 years they hold a large research symposium with regional university presence.
  
6. Departmental Organization:
  - a. Preference would be to locate Microbiology on the fourth floor as close to the labs in Phase 1 as possible.
  
7. Non-Departmental Adjacencies:
  - a. Lounge/lunch room area.
  - b. Enclosed small meeting rooms.
  
8. Outdoor Opportunities:
  - a. Mike Hoffman to provide further input on this discussion item.
  
9. Phase 1 – Phase 2 Link Opportunities:
  - a. Connect offices to research. Could offices be located in the link?
    - Smithgroup commented on the importance of the link acting as the faculty-student mixing chamber.
  - b. Most face-to-face time with students/others is in the classrooms. Perhaps classrooms should be located in the link.
  - c. On the fourth floor specifically, likely home of Microbiology, impromptu conversation typically happens near offices or research labs.
  
10. Faculty Offices:
  - a. There is currently a wide-range of faculty preferences for working privately within their office vs working in a shared space. Providing options and flexibility would be good per Mike Hoffman.
  
11. A link to the virtual whiteboard for viewing can be found here:  
<https://app.mural.co/invitation/mural/smithgroup1662/1608068013610?sender=u7109dc06979f23e2f6bb6071&key=fa60765c-414a-4476-9b08-4089d9b434c2>

12. Work Room:
  - a. Currently do not have this type of space in the department. 120sf approved.
13. Reception Area:
  - a. Provide branding/signage for department identification. Currently no sense of Microbiology in Cowley Hall. 100sf approved.
14. Student Worker(s):
  - a. First point of contact near reception area. Currently allocated as two stations of 35sf each. Scott Schumacher advised increasing these to 80sf.
15. Grad Assistants:
  - a. Currently there is no quiet space for writing so this would be beneficial. Would also be used for office hours. (2) two shared stations at 60sf each. (8) eight total spaces of 120sf included in the program. Approved.
16. Academic Department Associate:
  - a. (1) one at 80sf. Approved.
17. Lab Support Staff:
  - a. Currently have workspace in Phase 1 so not 100% required. Would be nice for at least two of the three to be provided in Phase 2. (3) three at 120f each. Approved.
18. Office Storage:
  - a. Does not need to be a distinct space from the work room. (1) one at 120sf. Approved.
19. Department Chair:
  - a. Area as allocated in the program approved as indicated. (1) one at 120sf.
20. Future Ranked Faculty:
  - a. Area as allocated in the program approved as indicated. (1) one at 120sf.
21. Lecturer – Full Time:
  - a. Area as allocated in the program approved as indicated (4) four at 120sf.
22. Ranked Faculty:
  - a. Area as allocated in the program approved as indicated (7) seven at 120sf.
  - b. Meet with students 1-on-1 within the office. Larger groups use classroom, lounge, or elsewhere.

---

**PROJECT SCHEDULE:**

1. Work Session No. 2:
  - a. Executive Committee Meeting: January 14-15, 2021 (TBD)
  - b. Design Committee Meeting: January 14-15, 2021 (TBD)
  - c. Departmental Review Meetings: January 15-29, 2021

---

**OPEN ISSUES:**

1. Currently no open issues.

---

Note: This constitutes our understanding of the issues presented. Contact River Architects, Inc. via phone at (608) 785-2217, or e-mail [m.adler@river-architects.com](mailto:m.adler@river-architects.com) if there are any discrepancies.