

## MICROBIOLOGY MEETING NOTES

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

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

**MEETING DATE:** May 12, 2021

**MEETING TIME:** 11:00am-12:00pm

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### ATTENDANCE:

Scott Schumacher	UW-La Crosse	<a href="mailto:sschumacher@uwla.c.edu">sschumacher@uwla.c.edu</a>
Michael Hoffman	UW-La Crosse	<a href="mailto:mhoffman@uwla.c.edu">mhoffman@uwla.c.edu</a>
Susan Hall	UW-La Crosse	<a href="mailto:shall@uwla.c.edu">shall@uwla.c.edu</a>
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### GENERAL DISCUSSION:

1. The overall planning of Microbiology was reviewed and discussed. The following items were noted:
  - a. Grad Assistants
    - Two workstations per shared office. (8) spaces total.
    - Scott: Power and data on both walls for future flexibility.
    - Mike: Likely cluster GA's together along east end keeping faculty offices closer to the front office area.
    - Mike: Some GA's have teaching responsibilities. Might need to assign GA's to private offices. Meeting room could be used for private conversations also.
  - b. Reception Area
    - Susan: Doesn't prefer glass and openness of concept design presented.
    - Susan: Prefers visitors to see the ADA first. Prefer to be positioned facing the door.
    - Susan: Parent tours require area for waiting.
    - Signage or color to help with wayfinding preferred.
    - No requirements for technology (monitors) beyond the workstations. Scott suggests considering exploring the idea on a larger scale and locate something at each departmental front office area.
  - c. Storage/Work Room
    - Mail sorting.

- Printer/scanner/copier. Larger production can be done in the shared printing room on each floor. Color printing required.
  - Storage:
    - Presentation materials.
    - Graduation gowns.
    - P-card statements (7 years). Lockable. Preferred for all uses.
    - Two file cabinets. One existing is lockable, one is not.
  - Card access required from hallway into work room.
- d. Testing Room
- Divider between chairs.
  - Currently 4 study carrels in the hallway. High utilization (waiting, testing, and studying).
  - Mike concerned about the number of testing stations on each floor based on the sizes of the departments. Other opportunities at meeting rooms.
  - Infrastructure for future flat panel display.
  - Consider dual-use (testing and study) – to be determined.
- e. Collaboration Areas
- Heads Down and Group Presentation modes desirable.
  - Writable surfaces requested.
- f. Faculty Resource
- Work area.
  - Soft seating.
  - Level of technology to be determined.
- g. Conference Room
- Technology and marker boards.
  - Dedicated computer and AV equipment.
  - Card access.

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ACTION ITEMS SUMMARY		
-	No action items noted.	-

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.