

## MEETING NOTES

Meeting Date & Time: June 7, 2016, 9:00am – 12:00pm  
 DFD Project Number: 14120  
 Project: Wittich Hall Renovation  
 Location: UW-La Crosse, Murphy 150  
 Purpose: Dean and Department chairs program review

## Attendees/Contact Information:

Name	Company	Phone	Email
Lori Komarek	UW-LAX CBA – MGNT	(608) 785-8110	lkomarek@uwlax.edu
Sue Hengel	UW-LAX CBA – MKTG	(608) 785-8118	shengel@uwlax.edu
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Laura Milner	Dean, UW-LAX CBA	(608) 785-8090	lmilner@uwlax.edu
Mary Grattan	UW-LAX CBA – Econ	(608) 785-8099	mgrattan@uwlax.edu
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Corinne Rheineck	Dean Asst., UW-LAX CBA	(608) 785-8090	crheineck@uwlax.edu
Anne Hlavacka	UW-LAX CBA – SBDC / CEI	(608) 785-8782	ahlavacka@uwlax.edu
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Maura Donnelly	UW System Administration	(608) 263-5742	mdonnelly@uwsa.edu
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Scott Schumacher	UW-LAX Planning & Construction	(608) 785-8916	sschumacher@uwlax.edu
Mike Eberle	Aro Eberle Architects	(608) 204-7464	eberle@aroeberle.com
Doug Pahl	Aro Eberle Architects	(608) 204-7464	pahl@aroeberle.com
John Bengston	Paulien + Associates	(303) 832-3272	jbengston@paulien.com

1. John Bengston gave an in-depth explanation of a “space allocation program” and discussed/summarized last session’s findings.
  - a. Office space was a large part of the discussion
  - b. Other spaces; Academic spaces, meeting spaces, etc.
2. John reviewed the space allocation pie charts comparing 2011 space allocation versus 2016 draft program; SBDC space allocation came up for discussion first
  - a. SBDC – size from 2011 program is reduced, however 3 times larger than they have today
  - b. Meeting space: Ann Hlavacka says should be SBDC “owned”
  - c. John says this space should be CBA owned, but SBDC can be the focus of the space’s use.
  - d. Scott explained the University’s way of distinguishing the uses of different spaces: reservable, but controlled meeting (Murphy reservation held by Provost), general meeting (more available)
  - e. Anne – SBDC won’t work if she can’t schedule/control the space

- f. Scott – our program has a lot of different meeting spaces in it; some of it will be department–dedicated; to be discussed as we go through the program
  - g. Anne gets charged to use certain spaces on campus
  - h. Anne – keep and improve/expand collaboration on campus with local business
  - i. Scott – need to have a conversation about how space use is prioritized for the entities in the building, how the space gets scheduled
- 3. Dean’s office grew because they added Future offices, MBA, International
- 4. Doug presented the concept of the graphic program, talked about puzzle play, reminded group of importance of participation at next session – Design Team would love maximum involvement in space layout experimentation.
- 5. John – Computer Lab; Bus 230 (8–10 sections; large groups); Eco 307; Acct 327 (2 sections; 24 students);
  - a. Labs are booked a lot; sometimes Acct 327 ends up in classroom
  - b. Do we see issuing computers to students in the future?
    - i. Scott – hasn’t heard it was on the horizon
    - ii. What would happen to the need for CL’s with a concept like this?
    - iii. One–on–one computing, added cost to students? May not be allowed?
    - iv. Rooms would be configured differently, but still needed
  - c. 24 WHR
  - d. Specialized software
  - e. Other sections that may want to use this space: Marketing 367 (28 students); Mgmt 300 (22 students); Mgmt 393 (33 students)
  - f. Scott – as we tabulate these courses, need to find their space of origin (i.e. wing 6, Wimb 216, etc.) to help us understand the effect on the other computer spaces (added space versus decanted space)
  - g. Laura – How many students use this computer lab? If our sections are too small, will larger sections from other colleges get priority?
  - h. What is the biggest computer lab on campus (for instruction)? 38 stations at Wing 006
  - i. 32 stations might be optimal for CBA; optimal section size is 26 and the extra stations give you space for oversized classes, contingency for broken machines
  - j. Spaces tend to outgrow their square footage (above national standards) through classroom “creep” – Scott explained an exercise that was done before Centennial was built. John explained another exercise: classroom mix analysis, to right–size classrooms.
- 6. Accountancy space allocation
  - a. Question about lateral file space: 1 file is four drawers; 4’ wide
  - b. Workroom: fridge, microwave, sink
  - c. Move research storage to Accountancy from Finance
- 7. Economics
  - a. Similar
- 8. Finance
  - a. Elizabeth: part of Accountancy; move that 40 sf book space to Accountancy
  - b. Storing tests under desks? What are the requirements (Scott still tasked with finding out what the policy is)
- 9. Management
  - a. Similar

## 10. Marketing

- a. Similar

## 11. SBDC

- a. Outreach specialist (Terry)
- b. Program manager; Anne anticipates another person doing outreach
- c. Meeting rooms needed – spaces have to be confidential
  - i. Space could be used off-hours by other students.
- d. Need space for file storage not accessible by anyone else – locked.
- e. Need 2 university program associates
- f. Large copier and 2 shared copiers that are color copiers
  - i. Anne is printing all the time, thinks that she functions differently than the academic side
  - ii. Adding scanners to their process
- g. Strong desire to have SBDC specific conference room
  - i. Don't typically meet with clients in offices because they have client confidential stuff in their offices. Want a spot to go meet with clients
- h. Counselors don't meet in their offices (prefer more private space)
- i. Anne clarified the names of the different staff positions
  - i. We discussed the space allocation to each person
- j. SBDC
  - i. Director – 135
  - ii. Outreach Manager – 135
  - iii. Business Counselor – 135
- k. CEI
  - i. Outreach Manager – 135
  - ii. Marketing Specialist – 120
  - iii. Interns / Student workers – 6 total (1 large; 5 small)
- l. Wants a couple 120 s.f. meeting spaces

## 12. Office of the Dean

- a. Shrink Int'l Director to 120
- b. Take Assistant Dean to 150? This person needs more space; maybe we can add more lateral files or resource space – just need to allocate space
- c. Maybe need another reception space for Becky; add another 4 seats to reception area?
- d. Administrative program specialist for MBA Director?
- e. Business Manager – Susan – she is categorized as an “administrative specialist” – currently has 151 s.f.
- f. Assistant to the Dean – Becky
- g. Dean Assistant – Corinne

## 13. Miscellaneous Instructional and Support Space

- a. “Vision” – Student investment center – who operates this center?
  - i. Dean Milner – treated like a class; also operates as a gathering area
- b. John showed some examples of the spaces in the misc. category
- c. Large Meeting space – food
- d. Anne – 2 day classes
  - i. Need meeting rooms for whole days

- ii. Will CBA have control of the meeting rooms?
  - e. Scott – 3 of 4 meetings are held in reserved meeting rooms. This is the typical conflict – hard to get a room at the last minute, so people hold rooms and end up not always using them
  - f. Anne – naming rights for “small meeting room” (24 person) – this is an option, could get people interested in using their programs
  - g. Group rooms (6 person), 2 have been moved to SBDC
  - h. Student run coffee shop? Entrepreneurship club; access to students to participate in this sales opportunity
  - i. Dean Milner wants to know what opportunities she has to approach business about donations of items versus money
    - i. Scott – donations in kind is easier; less conflict of interest than a quid pro quo donation of money for the inclusion of a product
14. CEI concept, common work area work spaces, incubation type work spaces (open workstations?) – Maybe incorporate the modern work environment into the space somehow
- a. Talking about trying to start an accelerator program; incubator program
  - b. Can we create the excitement of the “incubator space” within the CBA?
15. Group likes Ingraham active learning classroom vibe.
- a. Scott – we have freedom to pick different finishes, etc., however we want to have consistency throughout the building.
16. Can we personalize the space? (environmental graphics)
- a. Should be done, but isn’t necessarily in the design team’s current scope of work.
  - b. Can we create a space for each person to personalize; “oak doors” versus “cork board doors” similar in concept
    - i. Bulletin boards on either side of the doors
    - ii. Dean: it’s a forgone conclusion, people are going to personalize their space. We should accept the behavior are let the design respond.

Attachment:

1. Programming Meetings Round 2 – 6/7-6/8

Cc:/Not in Attendance:

Bob Hetzel – UW-LAX –Administration – (608) 785-6491 – bhetzel@uwlax.edu  
 Doug Pearson – UW-LAX Planning & Construction – (608) 785-8014 – dpearson@uwlax.edu  
 Glenn Knowles – UW-LAX CBA – (608) 785-6925 – gknowles@uwlax.edu  
 Matt Aro – Aro Eberle Architects – (608) 204-7464 – aro@aroeberle.com  
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Todd Kreps – The Sextant Group – (412) 323-8580 x101 – tkreps@thesextantgroup.com

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PROGRAMMING MEETINGS ROUND 2 – 6/7 – 6/8



ARO EBERLE  
ARCHITECTS

WITTICH HALL



# PROGRAMMING MEETINGS ROUND 2 – 6/7 & 6/8

1. Review Schedule
2. Review Programming Discussion
3. Next Steps



# PROGRAMMING MEETINGS ROUND 2 – 6/7 & 6/8

## Tuesday, June 7, 2016

- 9am–12pm Programming 2  
(Dean, Associate Dean,  
Department Chairs, ADA's,  
SBDC & Others)
- 1–3:30pm Building Support  
(Scott Schumacher)

## Wednesday, June 8, 2016

- 8–10am Executive Committee Meeting
- 10–10:30am Workshop 3 Coordination  
(Scott Schumacher & Laura  
Milner)







# PRE-DESIGN PHASE WORK PLAN

2016	APRIL		MAY				JUNE				JULY				AUGUST				SEPTEMBER				OCTOBER			
	18	25	02	09	16	23	30	06	13	21	27	04	11	18	25	01	08	15	22	29	05	12	19	26	03	10
<b>EXISTING CONDITIONS</b>			SITE & BUILDING BASIS · Historic Structure Basis / Roadmap · Site Master Plan Review · Site Utility Analysis Review · Facility Condition Assessment Basis			INITIAL SITE / BUILDING ASSESSMENT · Initial Historic Structure Review · Wittich Mall Analysis Review · Initial Facility Condition Assessment Review · Building Code Analysis Review			REFINE SITE / BUILDING · Refine Historic Structure Review · Building Shell / Envelope Alternatives · Wittich Mall Options · Preliminary Site Utilities Plan · Refine Facility Condition Assessment · Service Core Alternatives			REFINE SITE / BUILDING · Draft Historic Structures Report Issued · Preservation Plan Initial Review · Draft Facility Condition Assessment Report Issued · Refine Core + Shell Alternatives			REFINE SITE / BUILDING · Refine Preservation Plan Review · Develop Site / Shell / Core Package for Cost Estimate · Construction Schedule / Constructability Review			DRAFT REPORTS · Draft Preservation Plan Issued · Develop Draft 10% Design Report			FINAL REPORTS · Final HSR Issued with Draft 10% Design Report · Final PP issued with Draft 10% Design Report · Final FCA issued with Draft 10% Design Report			FINAL REPORT · Develop Final 10% Design Report		
<b>PROGRAM + INTERIOR FIT-OUT</b>			PROGRAM BASIS · Review Program Basis · Benchmarking Overview · Data Collection & Assimilation			INITIAL PROGRAM · Initial Program Interviews · Virtual Benchmarking Tours · Develop and Distribute Draft Program.			REFINE PROGRAM · Secondary Program Interviews · Develop Room Data Sheets · Initial Blocking/Stacking			INITIAL FIT-OUT · Final Draft Program Statement Issued · Initial Interior Concept Review			REFINE FIT-OUT · Refine Interior Concepts · Develop Interior Fit-Out Package for Cost Estimate			FINAL FIT-OUT / DRAFT REPORT · Final Interior Concepts · Develop Draft 10% Design Report			FINAL REPORT · Final Program Statement issued with Draft 10% Design Report			FINAL REPORT · Develop Final 10% Design Report		
<b>SYSTEMS, SUSTAINABILITY + COST</b>			SYSTEMS / COST BASIS · Systems / Sustainability Goals · Project Cost Model Review			INITIAL SYSTEMS & COST MODELS · Systems Model Baseline + Upgrade Options · Sustainability Baseline · Systems Cost Model with Target Values			REFINE SYSTEMS & COST MODELS · Coordination of Systems Scope with Cost Model Target Values · Sustainability Charrette · Develop Soft Costs for Review			REFINE SYSTEMS & COST MODELS · Develop Systems Basis of Design Manual for Cost Estimate · AV Programming			REFINE SYSTEMS & COST MODELS · Cost Estimate Basis · Coordinate Owner Furnished Items Cost Estimate · Develop AV Estimate			ESTIMATE · Develop Cost Estimate · Refine Soft Costs · Refine Owner Furnished Items Cost Estimate · Identify Systems Options to Meet Construction Budget			DRAFT REPORT · Develop Draft 10% Design Report · Draft Cost Estimate Issued			FINAL REPORT · Develop Final 10% Design Report		
<b>WORKSHOP</b>		1			2			3			4	Wisconsin Historical Society Meeting #1	5			6	Wisconsin Historical Society Meeting #2	7			8					
<b>AGENDA</b>		Define Project Aspirations Define Process Critical Path / Key Issues	Programming Interviews 1 Existing Conditions Understanding		Programming Interviews 2 Review Existing Conditions Progress		Review Initial Findings Initial Concepts		Progress Review Decisions to Complete Concept Design		Progress Review Page Turn Review of Packages for Cost Estimates		Review Secondary Findings Draft Cost Estimate		Review Draft 10% Design Report Final Cost Estimate		Submit Final 10% Design Report									
<b>INPUT / DECISIONS</b>		Confirm Project Parameters Set Goals and Vision	Initial Direction		Comments		Critique of Alternatives Confirm Program, FCA & HSR		Select Preferred Alternatives Confirm Detailed Fit-out Requirements		Comments		Confirm Project Scope / Quality vis-a-vis Construction Budget		Comments											
		APRIL 25	MAY 16-18		JUNE 7-8		JUNE 28/29		JULY 19/20		AUGUST 9/10		AUGUST 30/31		SEPTEMBER 20/21		OCTOBER 11									

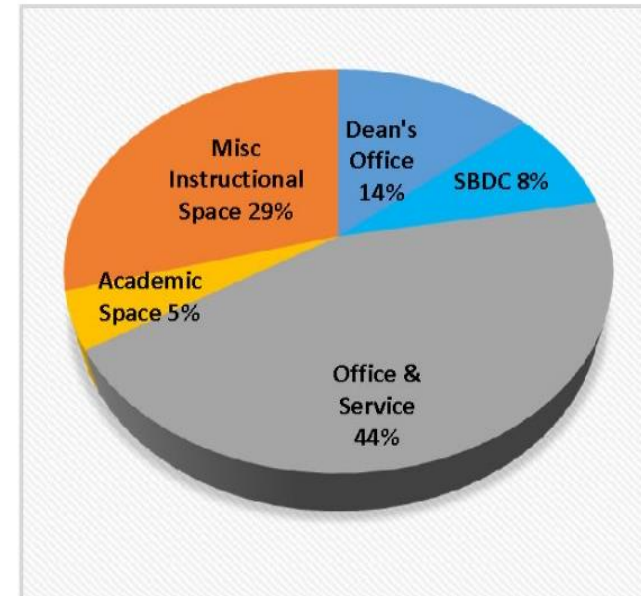
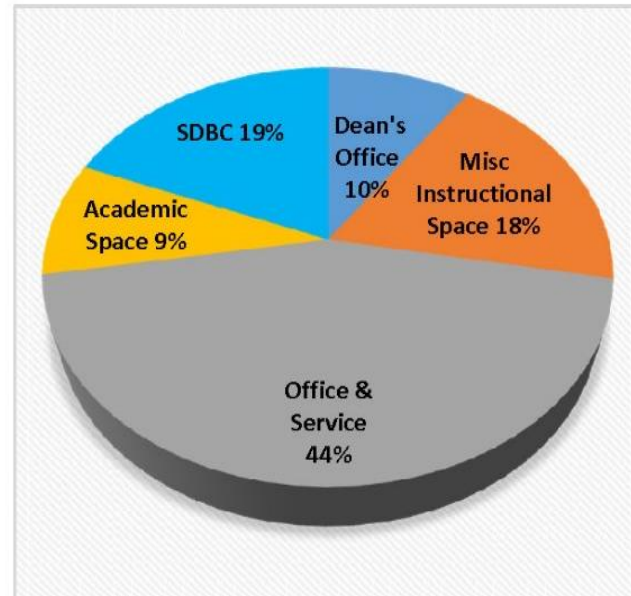
# SPACE ALLOCATION PROGRAM - APPROACH



- ✓ Collect data
- ✓ Synthesize data into initial program
- ✓ Work sessions with CBA constituents (5/16–5/18)
- ✓ Preliminary program space allocation issued (6/3)
- ✓ Site visit – review and test program (6/7–6/8)
  - Comment period (6/8–6/15)
  - Final working space allocation program issued (6/16)  
(with program adjustments through preliminary design)

# PROGRAM COMPARISON

Space Description	2011 Reviewed		2016 Reviewed	
	Total ASF	2011 % of Total	Total ASF	2016 % of Total
Dean's Office	2767	9.6%	3994	13.9%
SBDC	5269	18.3%	2389	8.3%
Office & Service	12749	44.4%	12690	44.0%
Academic Space	2550	8.9%	1320	4.6%
Misc Instructional Space	5400	18.8%	8440	29.3%
<b>Total:</b>	<b>28735</b>	<b>100.0%</b>	<b>28833</b>	<b>100.0%</b>
Grand Total from Report	28300		28300	
Difference Over Report	435		533	





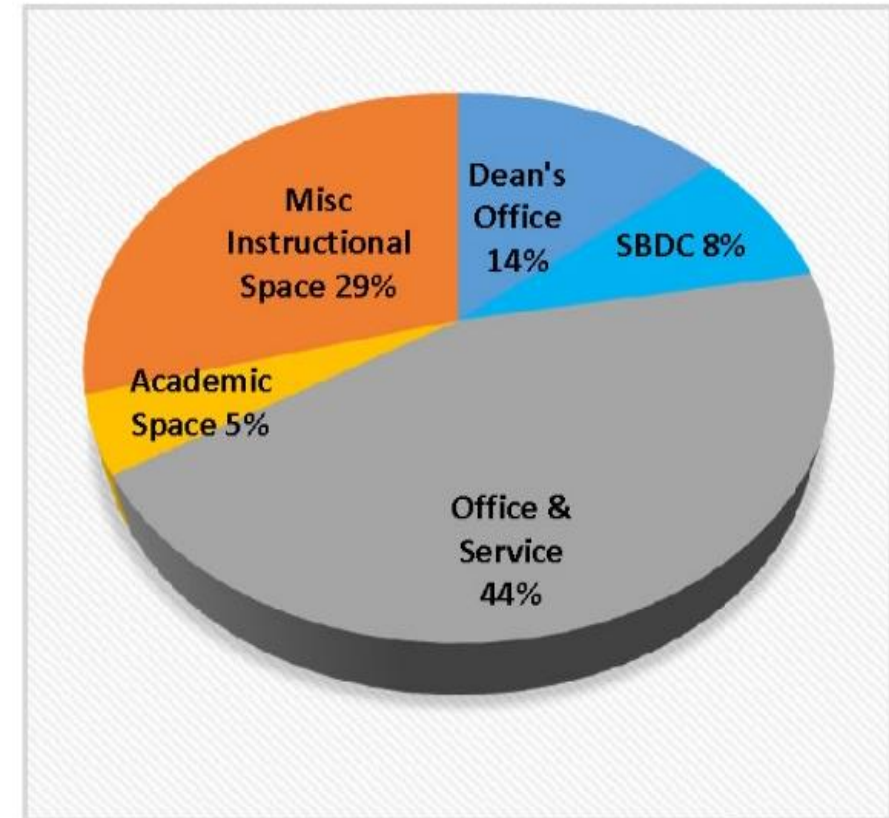
# GRAPHIC PROGRAM

University of Wisconsin-La Crosse • Wittich Hall Space Program

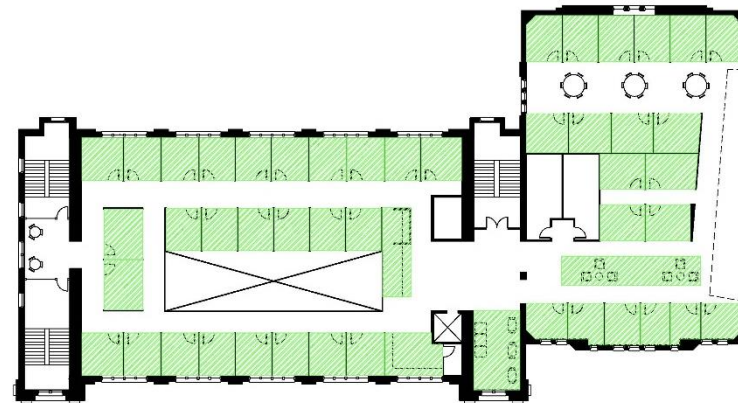
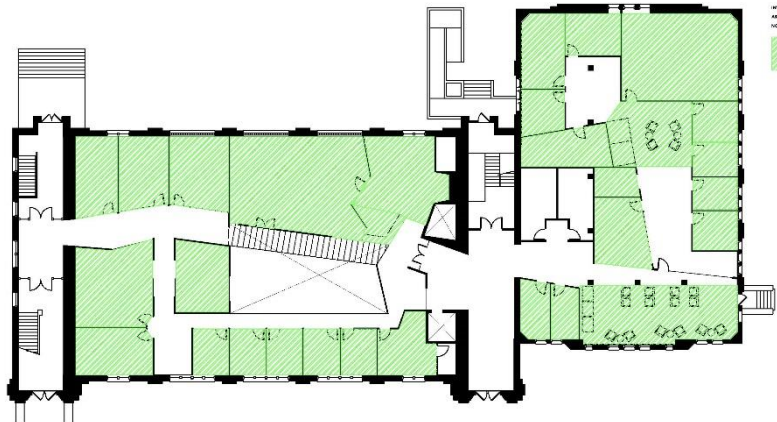
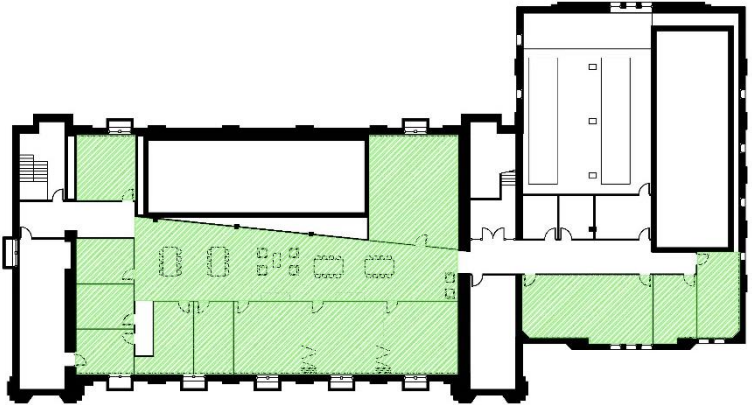
## Building Program Summary

ITEM/UNIT	Current ASF	Program ASF	Difference (neg=over; pos=under)
1 • Teaching Laboratories		1,320	
2 • Accountancy		2,745	
3 • Economics		3,035	
4 • Finance		2,001	
5 • Information Systems		0	
6 • Management		2,849	
7 • Marketing		2,060	
8 • Small Business Development Center		2,389	
9 • Office of the Dean		3,994	
10 • Misc. Instructional/Support Spaces		8,440	
<b>TOTAL ASSIGNABLE SQUARE FEET</b>		<b>28,833</b>	
<b>TOTAL ASSIGNABLE SQUARE FEET AVAILABLE</b>	<b>28,300</b>		<b>(533)</b>

ASF = Assignable Square Feet

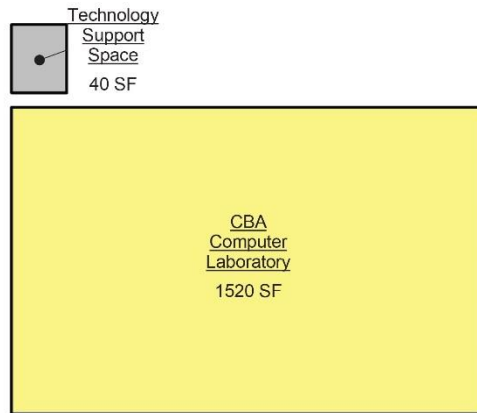


# ASSIGNABLE SQUARE FOOTAGE





# GRAPHIC PROGRAM



## TEACHING LABORATORIES

### University of Wisconsin-La Crosse • Wittich Hall Space Program

#### 1 • Teaching Laboratories

Ref No.	Functional Area	No. of Occupants	ASF per Occupant	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA
<b>Teaching Lab &amp; Service - SUC 210s</b>							
	CBA Computer Laboratory	32	40	1,280	1	1,280	<b>1,320</b>
	Technology support space			40	1	40	
<b>TOTAL UNIT'S ASF</b>						<b>1,320</b>	

#### Potential uses:

BUS 230; 8-10 sections (3 WRH); 6 in CWH 216/217; 2 in CWH 114  
 Acct 327; 2 sections (3 WRH); CWH 229  
 MKT 367; 2 sections (3 WRH); CWH 137  
 MGT 300; 5 sections (Friday comp lab); 2 in CWH 226; 1 ea in CWH 143-334; 1 in CENT 2302  
 MGT 393; 6 sections (3 WRH); 4 in WING 06; 2 in CENT 2212  
 Acct testing; open lab time; others

ASF = Assignable Square Feet



# 2013 LAB UTILIZATION

## Carl Wimberly Hall • CWH 216

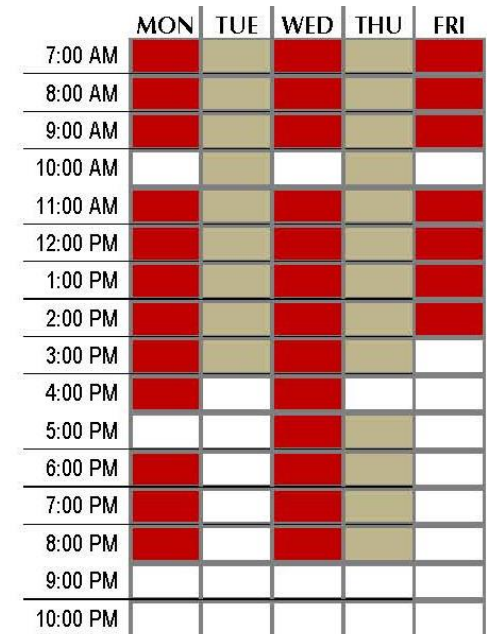
Room Use Code: Teaching Lab

Department: Code Not Given	Capacity: 38
Average Enrollment: 25	Assignable Square Feet: 1,440
Weekly Student Contact Hours: 1,069	Weekly Room Hours: 42.4
	Assignable Sq. Ft. Per Station: 38
	Hours in Use Student Station Occupancy: 66%

Start Time	End Time	Days	COURSE			SECTION			Student Station Occupancy %		
			Course	TYPE	WRH	Enroll-ment	WRH	Enroll-ment		WSCH	
7:45 AM	8:40 AM	MWF	BUS 230 01	Bus/Econ Research Comm	LAB	3.00	25	3.00	25	75	66%
7:45 AM	9:10 AM	TR	ENG 110 17	College Writing I	LAB	3.10	30	3.10	30	93	79%
8:50 AM	9:45 AM	MWF	BUS 230 02	Bus/Econ Research Comm	LAB	3.00	25	3.00	25	75	66%
9:25 AM	10:25 AM	TR	MKT 386 01	Industrial Marketing & Trnsprt	LAB	2.00	34	2.00	34	68	89%
11:00 AM	11:55 AM	MWF	BUS 230 03	Bus/Econ Research Comm	LAB	3.00	24	3.00	24	72	63%
11:00 AM	12:25 PM	TR	ENG 327 01	Publishing in Digital Age	LAB	3.10	19	3.10	19	59	50%
12:05 PM	1:00 PM	MWF	BUS 230 04	Bus/Econ Research Comm	LAB	3.00	23	3.00	23	69	61%
12:40 PM	2:05 PM	TR	ENG 333 01	Int Rhet/Wrtng Std	LAB	3.10	18	3.10	18	56	47%
1:10 PM	2:05 PM	MWF	BUS 230 10	Bus/Econ Research Comm	LAB	3.00	23	3.00	23	69	61%
2:15 PM	3:40 PM	TR	ENG 413 01	Writing Portfolio	LAB	3.10	15	3.10	15	47	39%
2:15 PM	3:10 PM	W	BUS 230 05	Bus/Econ Research Comm	LAB	1.00	22	1.00	22	22	58%
3:15 PM	4:10 PM	W	BUS 230 06	Bus/Econ Research Comm	LAB	1.00	21	1.00	21	21	55%
3:20 PM	4:15 PM	M	PHY 311 01	Experimental Phys	LAB	1.00	19	1.00	19	19	50%
4:15 PM	5:10 PM	W	BUS 230 07	Bus/Econ Research Comm	LAB	1.00	22	1.00	22	22	58%
5:30 PM	8:15 PM	R	BUS 230 08	Bus/Econ Research Comm	LAB	3.00	28	3.00	28	84	74%
5:30 PM	8:15 PM	W	ENG 110 38	College Writing I	LAB	3.00	21	3.00	42	126	111%
5:30 PM	8:30 PM	W	ENG 110 38	College Writing I	LAB	3.00	21				
6:00 PM	8:45 PM	M	BUS 730 01	Decision Framing I	LAB	3.00	31	3.00	31	93	82%

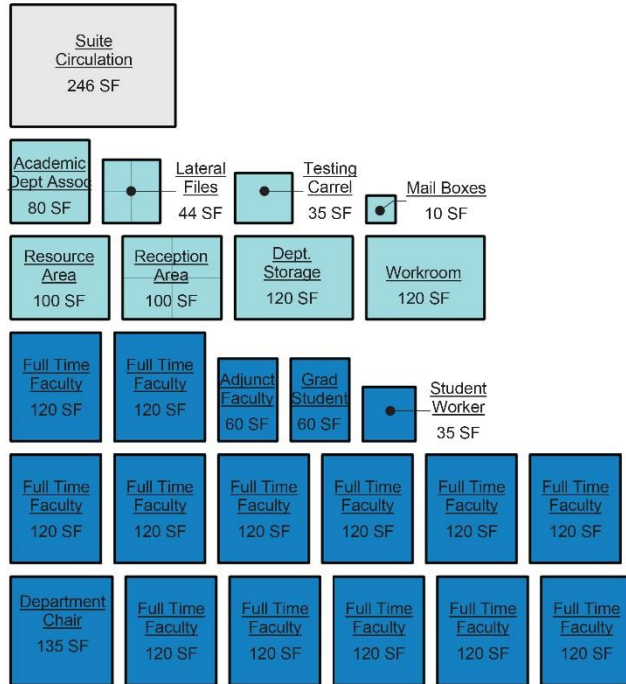
NOTE: Concurrent sessions are counted as one section; WRH = Weekly Room Hours; WSCH = Weekly Student Contact Hours

21 WRH



Graph represents most popular start times and each block does not represent the same amount of time.

# GRAPHIC PROGRAM



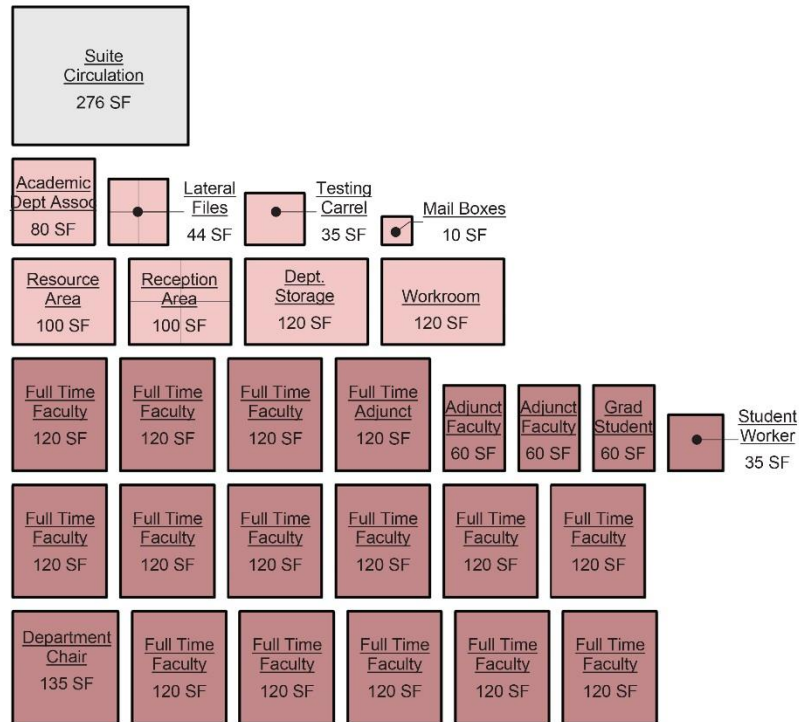
## ACCOUNTANCY

### University of Wisconsin-La Crosse • Wittich Hall Space Program 2 • Accountancy

Ref No.	Functional Area	No. of Occupants / Items	ASF per Occupant	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA
<b>Offices &amp; Office Service • SUC 300s</b>							<b>2,705</b>
	Department Chair	1	135	135	1	135	
	Full Time Faculty	1	120	120	13	1,560	
	Future Faculty (see Deans Office)	1	120	120	0	0	
	Adjunct Faculty	1	60	60	1	60	
	Grad Students	1	60	60	1	60	
	Support Staff / Reception Area / Files						
	Academic Dept Assoc	1	80	80	1	80	
	Student Workers	1	35	35	1	35	
	Testing Carrel	1	35	35	1	35	
	Reception Area	4	25	100	1	100	
	Lateral Files	4	11	44	1	44	
	Mail Boxes	20	0.5	10	1	10	
	Workroom (Copier, Supplies, Coffeemaker)			120	1	120	
	Dept. Storage			120	1	120	
	Resource Area			100	1	100	
	Conference Room (see Misc Inst Sprt)						
	Suite Circulation @10%					246	
<b>Research Laboratories &amp; Service • SUC 250s-255s</b>							<b>40</b>
	Books, Files, additional space for computing			40	1	40	
<b>TOTAL UNIT'S ASF</b>						<b>2,745</b>	

ASF = Assignable Square Feet

# GRAPHIC PROGRAM



## ECONOMICS

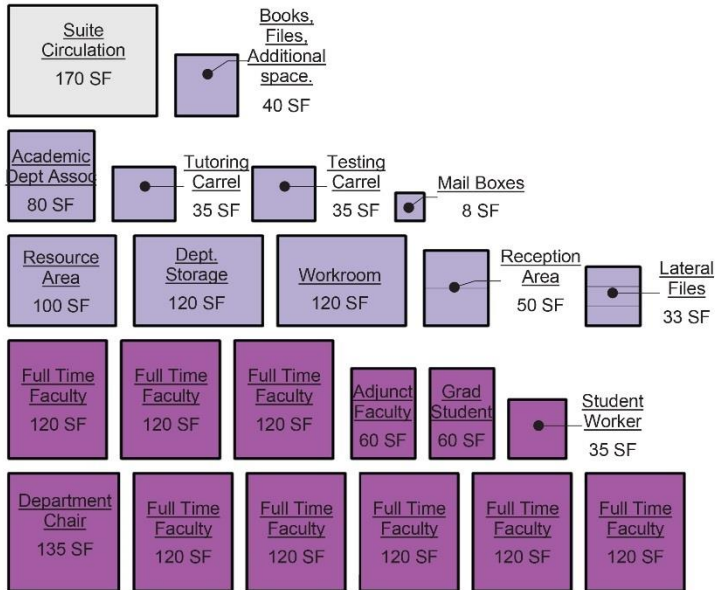
### University of Wisconsin-La Crosse • Wittich Hall Space Program

#### 3 • Economics

Ref No.	Functional Area	No. of Occupants /Items	ASF per Occupant	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA
<b>Offices &amp; Office Service - SUC 300s</b>							<b>3,035</b>
	Department Chair	1	135	135	1	135	
	Full Time Faculty	1	120	120	13	1,560	
	Full Time Faculty (1 sem on; 1 sem off)	1	120	120	1	120	
	Full Time Faculty (full time adjunct)	1	120	120	1	120	
	Future Faculty (see Deans Office)	1	120	120	0	0	
	Adjunct Faculty	1	60	60	2	120	
	Grad Students	1	60	60	1	60	
	Support Staff / Reception Area / Files						
	Academic Dept Assoc	1	80	80	1	80	
	Student Workers	1	35	35	1	35	
	Testing Carrel	1	35	35	1	35	
	Reception Area	4	25	100	1	100	
	Lateral Files	4	11	44	1	44	
	Mail Boxes	20	0.5	10	1	10	
	Workroom (Copier, Supplies, Coffeemaker)			120	1	120	
	Dept. Storage			120	1	120	
	Resource Area			100	1	100	
	Conference Room (see Misc Inst Sprt)						
	Suite Circulation @10%					276	
<b>TOTAL UNIT'S ASF</b>							<b>3,035</b>

ASF = Assignable Square Feet

# GRAPHIC PROGRAM



## FINANCE

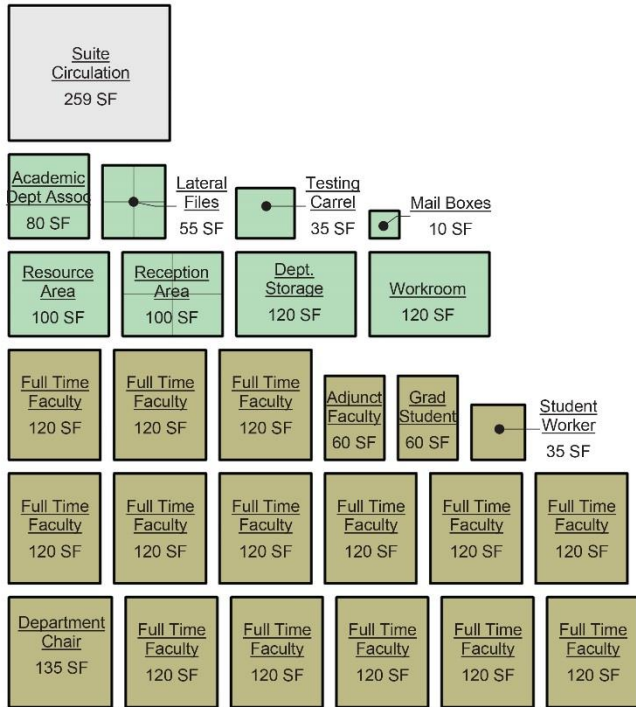
### University of Wisconsin-La Crosse • Wittich Hall Space Program 4 • Finance

Ref No.	Functional Area	No. of Occupants /Items	ASF per Occupant	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA
<b>Offices &amp; Office Service - SUC 300s</b>							<b>2,001</b>
	Department Chair	1	135	135	1	135	
	Full Time Faculty	1	120	120	8	960	
	Future Faculty (see Deans Office)	1	120	120	0	0	
	Adjunct Faculty	1	60	60	1	60	
	Grad Students	1	60	60	1	60	
	Support Staff / Reception Area / Files						
	Academic Dept Assoc	1	80	80	1	80	
	Student Workers	1	35	35	1	35	
	Testing Carrel	1	35	35	1	35	
	Tutoring Carrel	1	35	35	1	35	
	Reception Area	2	25	50	1	50	
	Lateral Files	3	11	33	1	33	
	Mail Boxes	16	0.5	8	1	8	
	Workroom (Copier, Supplies, Coffeemaker)			120	1	120	
	Dept. Storage			120	1	120	
	Resource Area			100	1	100	
	Conference Room (see Misc Inst Sprt)						
	Suite Circulation @10%					170	
<b>TOTAL UNIT'S ASF</b>							<b>2,001</b>

ASF = Assignable Square Feet



# GRAPHIC PROGRAM



## MANAGEMENT

### University of Wisconsin-La Crosse • Wittich Hall Space Program

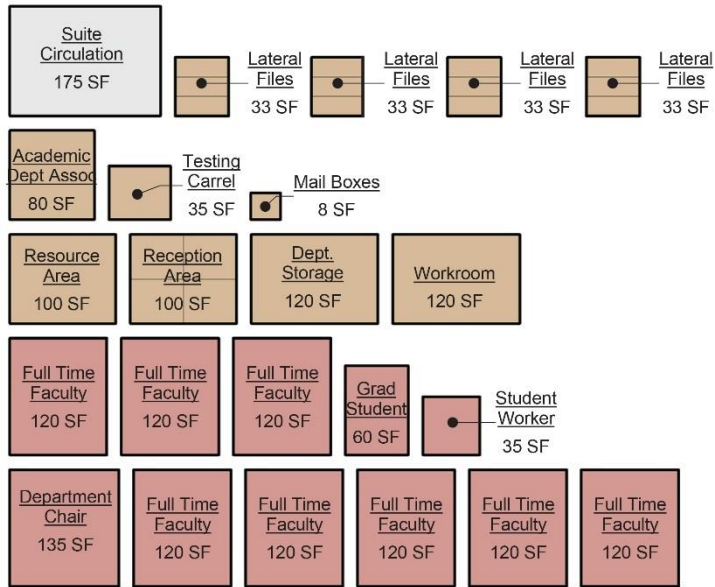
#### 6 • Management

Ref No.	Functional Area	No. of Occupants /Items	ASF per Occupant	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA
<b>Offices &amp; Office Service - SUC 300s</b>							<b>2,849</b>
	Department Chair	1	135	135	1	135	
	Full Time Faculty	1	120	120	12	1,440	
	Full Time Faculty (vacant)	1	120	120	2	240	
	Future Faculty (see Deans Office)	1	120	120	0	0	
	Adjunct Faculty	1	60	60	1	60	
	Grad Students	1	60	60	1	60	
	Support Staff / Reception Area / Files						
	Academic Dept Assoc	1	80	80	1	80	
	Student Workers	1	35	35	1	35	
	Testing Carrel	1	35	35	1	35	
	Reception Area	4	25	100	1	100	
	Lateral Files	5	11	55	1	55	
	Mail Boxes	20	0.5	10	1	10	
	Workroom (Copier, Supplies, Coffeemaker)			120	1	120	
	Dept. Storage			120	1	120	
	Resource Area			100	1	100	
	Conference Room (see Misc Inst Sprt)						
	Suite Circulation @10%					259	
<b>TOTAL UNIT'S ASF</b>							<b>2,849</b>

ASF = Assignable Square Feet

# GRAPHIC PROGRAM

June 7 Draft



## MARKETING

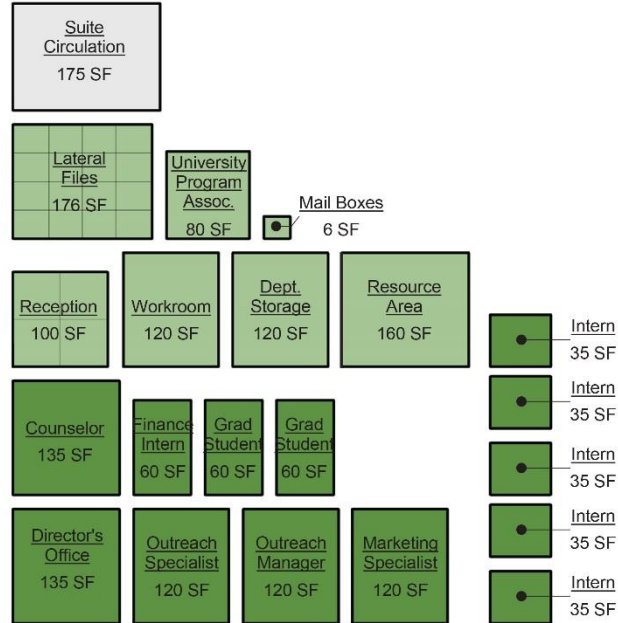
### University of Wisconsin-La Crosse • Wittich Hall Space Program

#### 7 • Marketing

Ref No.	Functional Area	No. of Occupants /Items	ASF per Occupant	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA
<b>Offices &amp; Office Service - SUC 300s</b>							<b>2,060</b>
	Department Chair	1	135	135	1	135	
	Full Time Faculty	1	120	120	8	960	
	Future Faculty (see Deans Office)	1	120	120	0	0	
	Adjunct Faculty	1	60	60	0	0	
	Grad Students	1	60	60	1	60	
	Support Staff / Reception Area / Files						
	Academic Dept Assoc	1	80	80	1	80	
	Student Workers	1	35	35	1	35	
	Testing Carrel	1	35	35	1	35	
	Reception Area	4	25	100	1	100	
	Lateral Files	3	11	33	4	132	
	Mail Boxes	16	0.5	8	1	8	
	Workroom (Copier, Supplies, Coffeemaker)			120	1	120	
	Dept. Storage			120	1	120	
	Resource Area			100	1	100	
	Conference Room (see Misc Inst Sprt)						
	Suite Circulation @10%					175	
<b>TOTAL UNIT'S ASF</b>							<b>2,060</b>

ASF = Assignable Square Feet

# GRAPHIC PROGRAM



## SMALL BUSINESS DEVELOPMENT CENTER

### University of Wisconsin-La Crosse • Wittich Hall Space Program 8 • Small Business Development Center

Ref No.	Functional Area	No. of Occupants /Items	ASF per Occupant	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA
<b>Offices &amp; Office Service - SUC 300s</b>							
<b>SBDC</b>							<b>972</b>
	Director	1	150	150	1	150	
	Outreach Manager	1	135	135	1	135	
	Counselor	1	135	135	1	135	
	Interns (Finance)	1	60	60	1	60	
	Interns	1	35	35	2	70	
	Grad Students	1	60	60	1	60	
	Support Staff / Reception Area / Files						
	University Program Assoc.	1	80	80	1	80	
	Student Workers	1	35	35	0	0	
	Reception Area	4	25	100	1	100	
	Lateral Files	16	11	176	1	176	
	Mail Boxes	12	0.5	6	1	6	
<b>Center for Entrepreneurship &amp; Innovation (CEI)</b>							<b>500</b>
	Marketing Specialist	1	120	120	1	120	
	Outreach Manager	1	135	135	1	135	
	Grad Students	1	60	60	1	60	
	Interns	1	35	35	3	105	
	Support Staff / Reception Area / Files						
	University Program Assoc.	1	80	80	1	80	
	Workroom (Copier, Supplies, Coffeemaker)			120	1	120	<b>700</b>
	Dept. Storage			120	1	120	
	Resource Area			160	1	160	
	Meeting Rooms (other uses evenings)	6	25	150	2	300	
	Conference Room (see Misc Inst Sprt)						
	Suite Circulation @10%					217	<b>217</b>
<b>TOTAL UNIT'S ASF</b>						<b>2,389</b>	

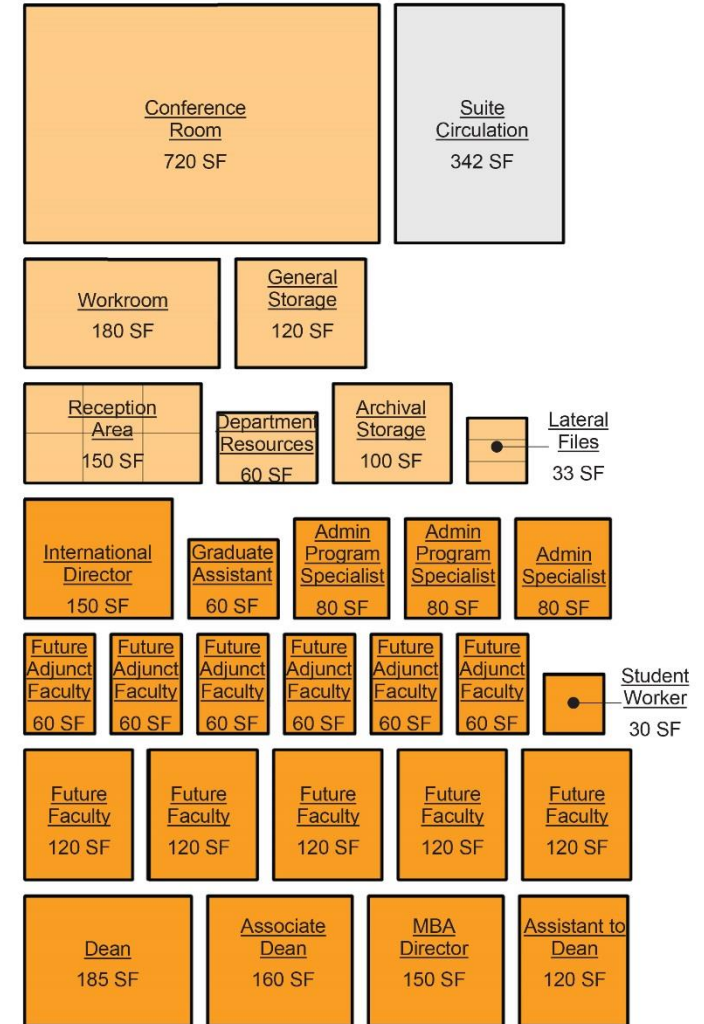
ASF = Assignable Square Feet

# GRAPHIC PROGRAM

University of Wisconsin-La Crosse • Wittich Hall Space Program  
**9 • Office of the Dean**

Ref No.	Functional Area	No. of Occupants /Items	ASF per Occupant	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA
<b>Offices &amp; Office Service • SUC 300s</b>							<b>3,994</b>
	Dean	1	185	185	1	185	
	Associate Dean	1	160	160	1	160	
	Future Faculty	1	120	120	5	600	
	Future Adjunct Faculty	1	60	60	6	360	
	MBA Director	1	150	150	1	150	
	Admin Program Specialist	1	80	80	1	80	
	Assistant to Dean	1	120	120	1	120	
	Dean Assistant	1	120	120	1	120	
	Business Manager	1	120	120	1	120	
	International Director	1	150	150	1	150	
	Graduate Assist	1	60	60	1	60	
	Support Staff / Reception Area / Files						
	Admin Program Specialist	1	80	80	0	0	
	Admin Specialist	1	80	80	0	0	
	Student Workers	1	30	30	1	30	
	Reception Area	10	25	250	1	250	
	Lateral Files	6	11	66	1	66	
	Departmental Resources			60	1	60	
	Workroom (Copier, Supplies, Coffeemaker)			180	1	180	
	General Storage			120	1	120	
	Archival Storage (also see Misc Inst Support)			100	1	100	
	Conference Room (with Kitchenette)	24	30	720	1	720	
	Suite Circulation @10%					363	
<b>TOTAL UNIT'S ASF</b>							<b>3,994</b>

ASF = Assignable Square Feet



## DEAN'S OFFICE

# GRAPHIC PROGRAM

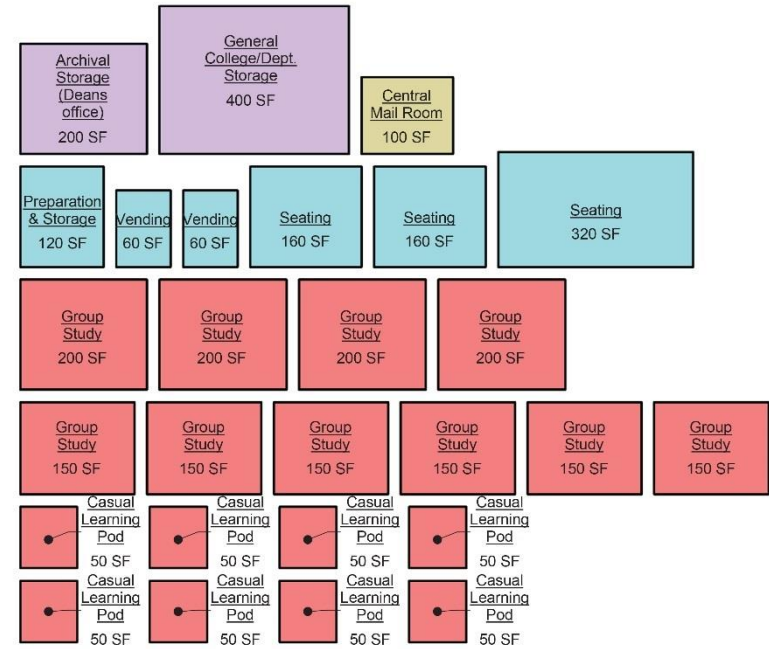
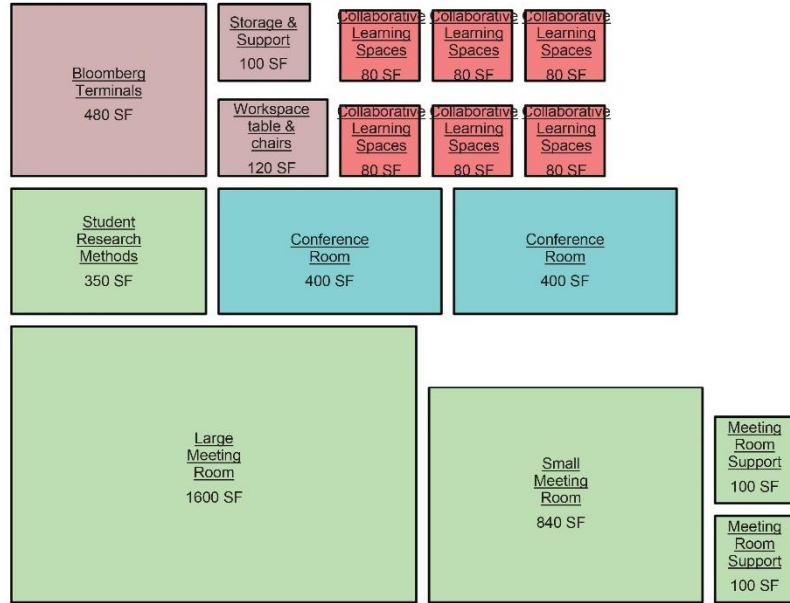
*University of Wisconsin-La Crosse • Wittich Hall Space Program*  
**10 • Misc. Instructional/Support Spaces**

Ref No.	Functional Area	No. of Occupants /Items	ASF per Occupant	ASF per Space	No. of Spaces	Total ASF	TOTAL AREA
	Meeting Rooms						<b>2,990</b>
	Large Meeting Room	40	40	1,600	1	1,600	
	Small Meeting Room	24	35	840	1	840	
	Meeting Room Support			100	2	200	
	Statistics Methods Lab	10	35	350	1	350	
	Student Investment Center						<b>600</b>
	Bloomberg Terminals	12	40	480	1	480	
	Workspace table & chairs	6	20	120	1	120	
	Marketing Focus Group & Sales Lab						<b>460</b>
	Focus Group	10	30	300	1	300	
	Interview Rooms	2	80	160	1	160	
	Conference Rooms						<b>800</b>
	Dean's Conference Room - listed under Office of Dean						
	Conference Rooms	16	25	400	2	800	
	Study Space (incl. Marketing Focus Group & Sales Lab)						<b>1,980</b>
	Collaborative Learning Spaces	4	20	80	6	480	
	Casual Learning Pods	2	25	50	6	300	
	Group Study	6	25	150	4	600	
	Group Study	8	25	200	3	600	
	Vending/Collaboration						<b>880</b>
	Vending			60	2	120	
	Servery/Preparation/Storage Area			120	1	120	
	Seating	8	20	160	2	320	
	Seating	16	20	320	1	320	
	Storage						<b>600</b>
	Archival Storage (Deans office)			200	1	200	
	General College/Dept. Storage			400	1	400	
	Mail Room						<b>130</b>
	Central Mail Room			100	1	100	
	Package receiving			30	1	30	
						<b>TOTAL UNIT'S ASF</b>	<b>8,440</b>

ASF = Assignable Square Feet



# GRAPHIC PROGRAM



MISC. INSTRUCTIONAL/ SUPPORT SPACES

# COMPUTER LABORATORY ON-CAMPUS EXAMPLES



UW-LAX WIMBERLY 216



UW-LAX WING 006



# COMPUTER LABORATORY EXAMPLES



MICHAEL CURWIN DESIGNED COMPUTER LAB



GAINESVILLE STATE COLLEGE



# COMPUTER LABORATORY EXAMPLES



SHERIDAN COLLEGE – WYOMING (DESIGN BY CTA GROUP)



COMPUTER LAB

# COMPUTER LABORATORY SPACES



GEORGE WASHINGTON UNIVERSITY



LAPTOP CART

# MEETING ROOM EXAMPLES



WASHINGTON UNIVERSITY SAINT LOUIS



# MEETING ROOM EXAMPLES



VIRGINIA COMMONWEALTH UNIVERSITY



UNIVERSITY OF NEBRASKA - KIEW INSTITUTE

# MEETING ROOM / CLASSROOM EXAMPLES



UW-MADISON EDUCATIONAL SCIENCES



UW-MADISON INGRAHAM HALL CLASSROOM



# MEETING ROOM EXAMPLES



BOWIE STATE UNIVERSITY – STUDENT CENTER  
CONFERENCE ROOM



DIVIDABLE CLASSROOM

# MEETING ROOM EXAMPLES

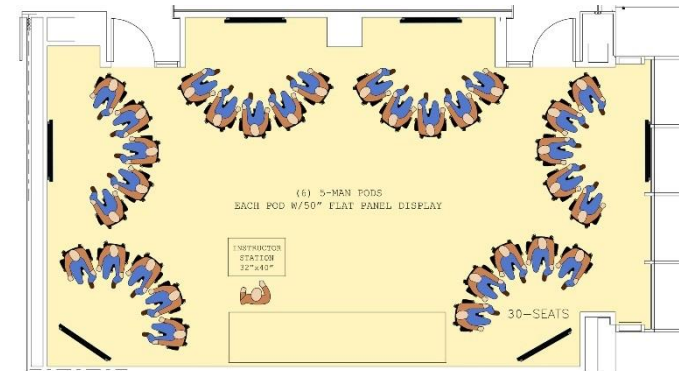
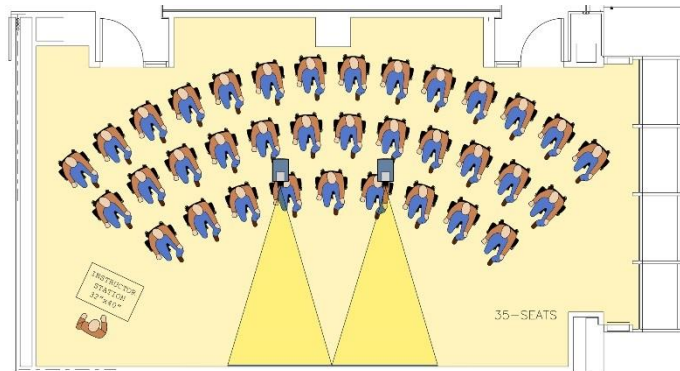
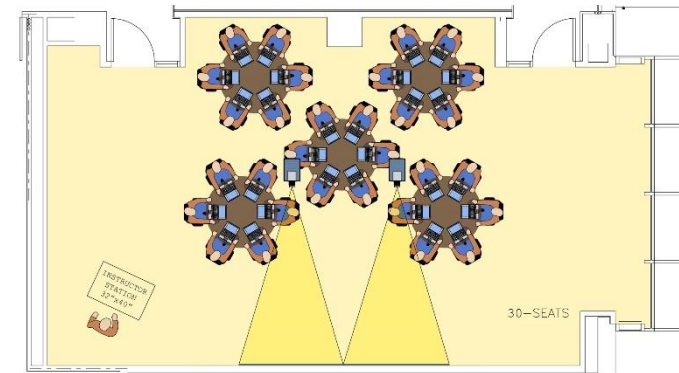
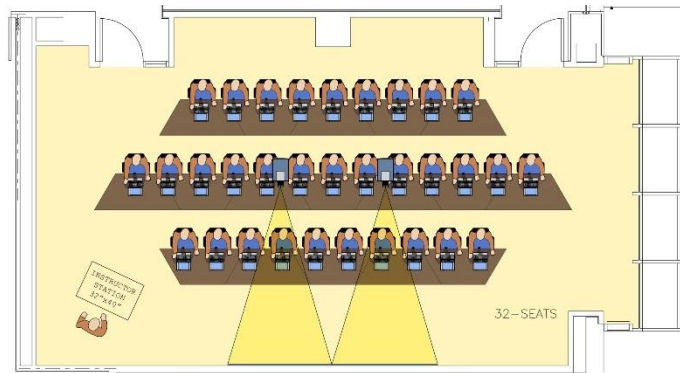


UNIV. OF CALIFORNIA – BOOTH SCHOOL OF BUSINESS



BOWIE STATE UNIVERSITY – STUDENT CENTER BOARD ROOM

# MEETING ROOM LAYOUTS



MULTI-FUNCTION ROOM LAYOUT OPTIONS



# INVESTMENT CENTER EXAMPLES



PSA SMEAL COLLEGE OF BUSINESS



HOOD COLLEGE MBA INVESTMENT CENTER

# INVESTMENT CENTER EXAMPLES



HOUGHTON COLLEGE STUDENT  
INVESTMENT CENTER



CHAPMAN UNIVERSITY – JAMES FINANCIAL  
CENTER



# INVESTMENT CENTER EXAMPLES



UNIVERSITY OF MISSOURI – KANSAS CITY  
BLOCH SCHOOL FINANCIAL LAB



WALSH COLLEGE FINANCIAL LAB



# INVESTMENT CENTER EXAMPLES



MERCY COLLEGE

# INVESTMENT CENTER EXAMPLES



BLOOMBERG TERMINAL



# BREAK-OUT / SMALL GROUP SPACE EXAMPLES



ALBANY SCHOOL OF BUSINESS



UNIVERSITY OF IOWA - LEARNING COMMONS



# BREAK-OUT / SMALL GROUP SPACE EXAMPLES



UNIVERSITY OF CHICAGO – BOOTH SCHOOL OF BUSINESS



INDUSTRIAL SCIENTIFIC HQ – HUDDLE ROOM

# BREAK-OUT / SMALL GROUP SPACE EXAMPLES



UW-MADISON –  
RENNEBOHM HALL



FLEXIBLE FURNISHINGS / WRITING SURFACE

# STUDY/COLLABORATIVE LEARNING EXAMPLES



- Small group discussion areas
- Technology supporting stations and multiple fronts-of-room
- Comfortable, informal seating
- Multiple vertical & horizontal surfaces
- Porous work areas
- Visible & transparent for observation & safety
- Sufficient electrical outlets



# STUDY/COLLABORATIVE LEARNING EXAMPLES



# EXISTING CONDITIONS TRACK- NEXT STEPS

- Laser Scanning Completed – Received 527 scans – Revit Modeling Started
- Room-by-Room Observation
  - Reviewing Existing Building & Site Drawings
  - Architectural Site visit (6/1) & MEP Site visit (6/2)
  - Developing Facility Condition Rating Graphics
- Wisconsin Historical Society Meeting Prep (week of July 11th)
  - Historic research / documentation – in progress
  - Development of Historic Building Elevations

# PROGRAMMING + INTERIOR FIT-OUT TRACK – NEXT STEPS

- Space Allocation Program – 95% complete
  - Add info and issue Final Draft Program (Monday 6/20)
  - UWL provide feedback for 6/28–6/29 round of meetings
- Continue to incorporate relevant Benchmarking
  - Design team tour of UW–Whitewater Hyland Hall (TBD)
  - Additional Aspirational Facilities / Spaces
  - Peer Program Facilities we should be looking at?
- Develop Blocking & Stacking and Departmental Suite Options



# SYSTEMS, SUSTAINABILITY, COST TRACK- NEXT STEPS

- MEP / Civil Review of Site Utility drawings
  - MEP on Site (6/2)
  - Discussed initial routing w/ Scott (6/7)
  - Review Retention Project Drawings (Professional Engineering)
- Developing Initial Systems Model Baseline & Upgrades (6/28)
  - MEP Equipment Space Needs incorporated into Options
- Developing Initial Project Cost Model (6/28)

# ROUND 3 MEETINGS– 6/28 & 6/29

## Tuesday, June 28, 2016

- 9am–12pm Executive Committee
- 12–2pm Design Team Work Time
- 2–3pm Accountancy
- 3–4pm Finance
- 4–5pm Economics

## Wednesday, June 29, 2016

- 8–9am Marketing
- 9–10am Management
- 11am–12pm SBDC & CEI
- 12–1pm Lunch Break
- 1–2pm Dean’s Office
- 2–3pm Design Team Work Time
- 3–4:30pm Executive Committee  
Summary Meeting

