

## MEETING NOTES

**Meeting Date:** Thursday, December 8, 2016 – 6:30am – 7:45am  
**DFD Project Number:** 14120  
**Project:** Wittich Hall Renovation  
**Location:** 124 Wimberly  
**Purpose:** Detailed Programming Meeting – Student Spaces Design Committee

### Attendees/Contact Information:

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The purpose of this meeting is to review detailed programming for the Student Organizations / Student Spaces.

### Overview

1. Doug reviewed the October overview presentation for the benefit of those not previously involved and to bring those previously involved up to date.
2. Current floor plans were reviewed.
3. Schedule for the design and construction phases was reviewed.

### Student Study Spaces

4. Spaces for 4–6 persons, 6–8 persons and 2–people were reviewed.
5. Will be able to reserve 4–6 person and 6–8 person spaces via touch pad as you walk up.
6. Most are adjacent to other classroom / student spaces in the Lower Level. One space is located on each of the 2<sup>nd</sup> and 3<sup>rd</sup> floors.

### Student Organization Spaces

7. Presented 2 Student Organization spaces at UW Madison, One at the College of Engineering and one at the School of Human Ecology.

### Feedback

8. Requested wall monitors in the Lower Level to promote Student Organizations.
  - a. Use bulletin boards currently.
  - b. Concern about promoting on the First Floor (and other floors) to draw students to the Lower Level.
  - c. Connection to related departments was noted as being important. Monitors on these floors would be ideal.
  - d. Digital display vs paper was discussed. Digital on the First Floor with paper on bulletin board at the Student Organization storage lockers (at a minimum).
9. Currently have secure metal lockers 3'x3'x3' (27 cu ft). Each Organization applies for a locker each year.
10. Liked the placement of the other Student Organizations adjacent and thought there would be synergy created by proximity.
11. Moveable tables would allow for meetings with 4, 8, and larger.
  - a. American Marketing Association (AMA) noted that they have 13 board members. A number of tables could be pulled together or a Conference Room would need to be reserved.
  - b. Society for Human Resource Management (SHRM) noted that they have bi-weekly meetings.
  - c. Ideally Organizations would like dedicated table in the space.
    - i. A dedicated desk per Organization was discussed. This was not needed for all Organizations.
12. The group noted having a large number of projects and imagined the student spaces being well utilized.
13. Building hours are tentatively 7am–10pm M–F and may be expanded w/ card access. It was noted that hours are not likely to be 24/7.
  - a. Officer meetings were noted as being mostly in the evenings, but one Organization noted having their meetings Monday am.
14. In general, the Organizations like having dedicated storage space for each Organization and having an adjacent workspace.
  - a. Larger and smaller Organizations noted having varying storage needs.
  - b. Storage of posters, and some historical files. It was noted that most are moving electronically.
15. Access to screens for project work / presentation practice was noted as being important.

- a. Classrooms would be unlocked during normal building hours. Organizations may have access.
  - b. Monitors in Group Study Rooms would be utilized mostly for smaller groups. Conference Rooms for larger group work.
  - c. All Group Study Rooms will have infrastructure for Monitors, but not all monitors may be installed on Day 1.
16. Access to a printer / scanner station with pay to print system would be ideal.
17. Study booths were discussed.
- a. Single spaces desired.
  - b. 2 was noted as being good too.
  - c. 4 with an extra chair that could be pulled up to the end would get 5.
  - d. Suggest making flexible.
18. Open tables in Cartwright were noted as noisy.
- a. Want some quiet, but know there will be conversations.
19. Furniture types were discussed.
- a. Requested flip out / up worksurfaces at soft furniture.
  - b. Less comfy chairs and more tables and chairs.
  - c. Benches along the walls were noted as being good. Maybe small tables too.
  - d. Counter height tables would be good. JavaVino in La Crosse was noted as having a study bar.
20. Liked that the Study Space is CBA based.

CC: All present, those not in attendance, Executive Committee and Design Team

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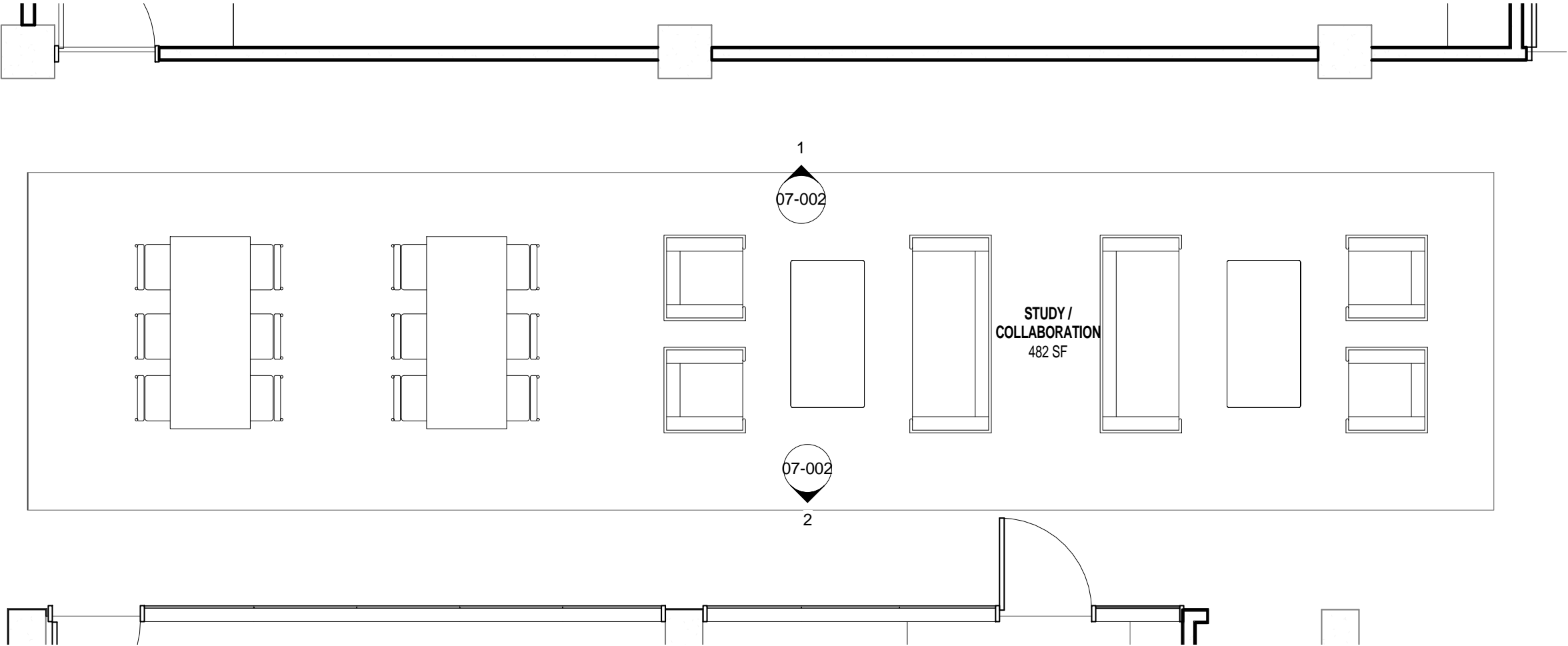
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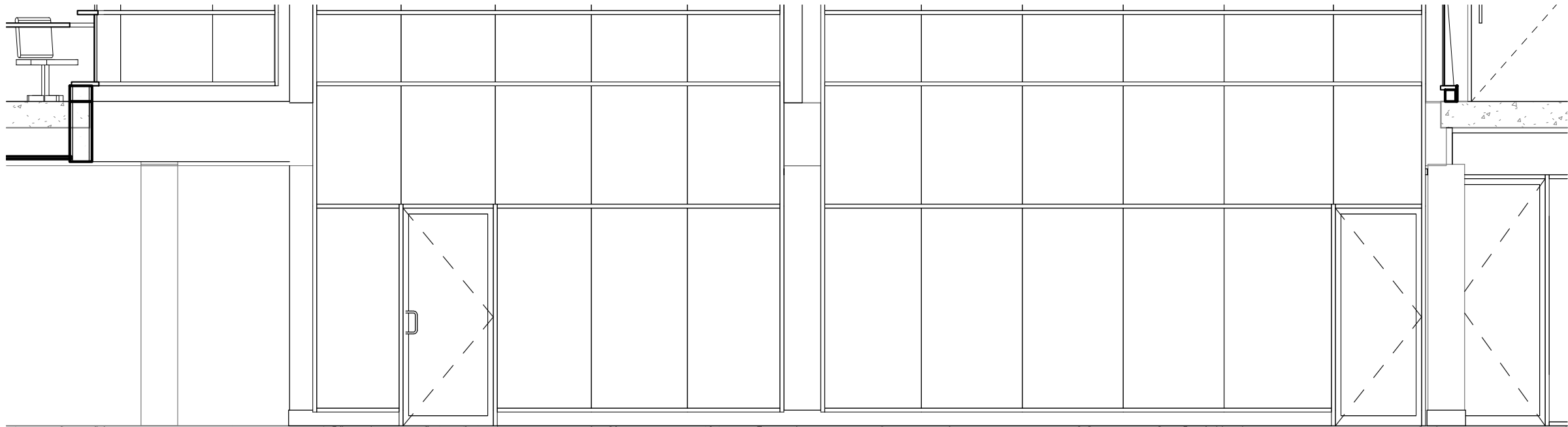
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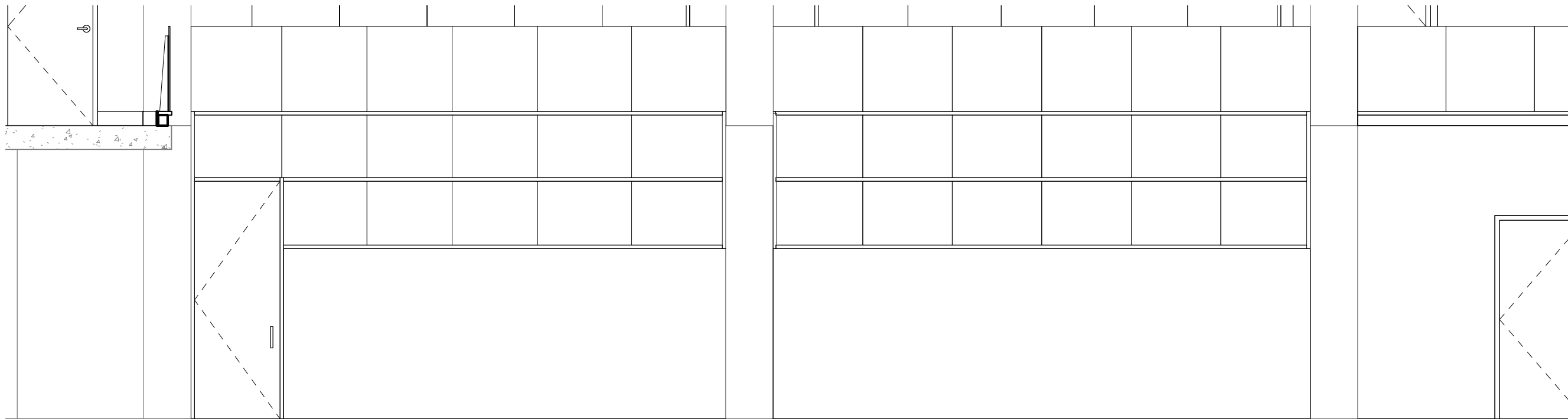
No.	Description	Date

STUDY / COLLAB 1		
Project number	14I20	07-001
Date	8/10/2015	
Scale	1/4" = 1'-0"	
Project Phase	PR	



**2** 07 - STUDY / COLLAB WEST 1

1/4" = 1'-0"



**1** 07 - STUDY / COLLAB EAST 1

1/4" = 1'-0"



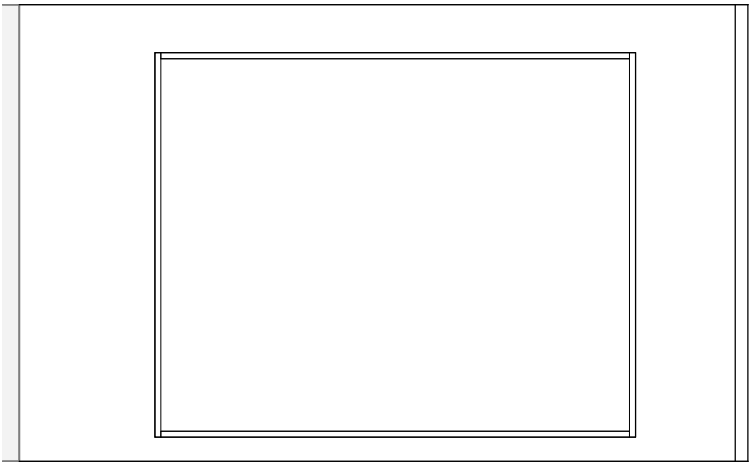
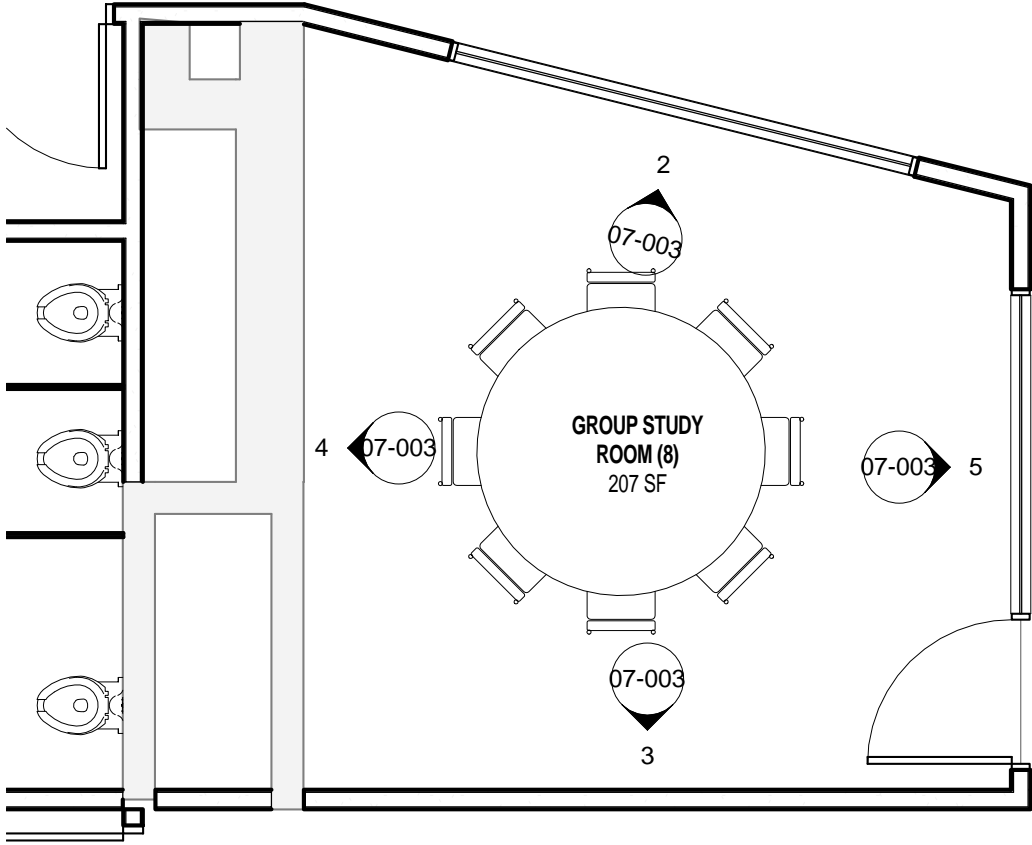
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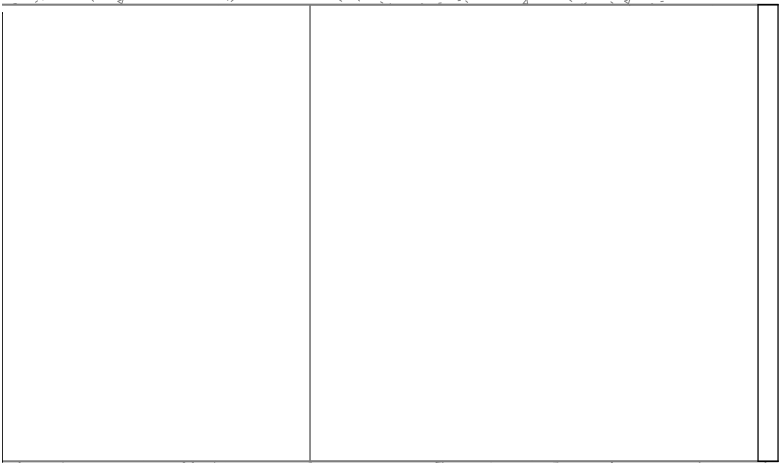
STUDY / COLLAB 1

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Date	8/10/2015
Scale	1/4" = 1'-0"
Project Phase	PR

07-002



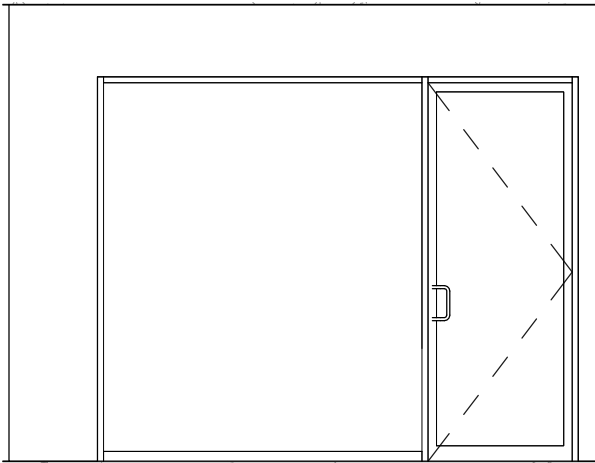
2 07 - 8P GROUP STUDY EAST  
1/4" = 1'-0"



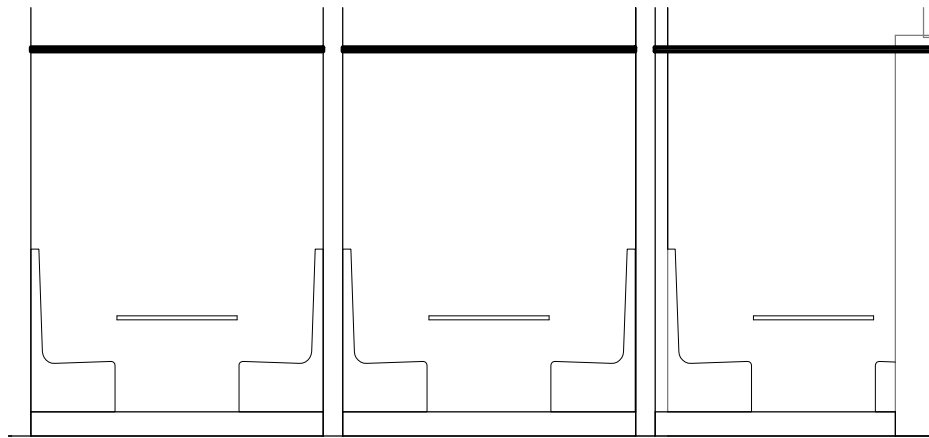
4 07 - 8P GROUP STUDY NORTH  
1/4" = 1'-0"



3 07 - 8P GROUP STUDY WEST  
1/4" = 1'-0"



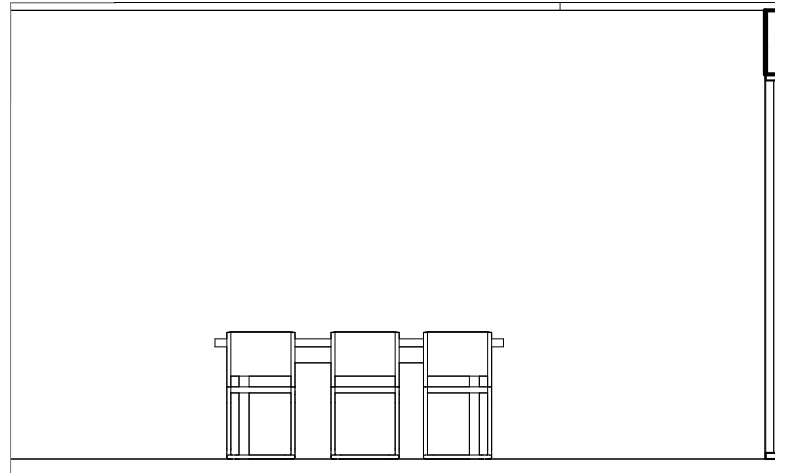
5 07 - 8P GROUP STUDY SOUTH  
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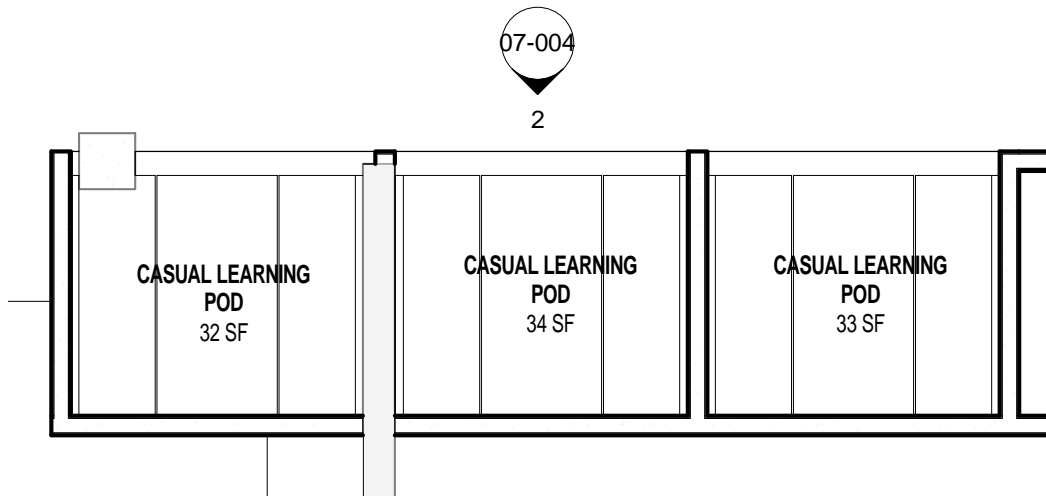
**2 07 - CASUAL LEARNING PODS**  
1/4" = 1'-0"



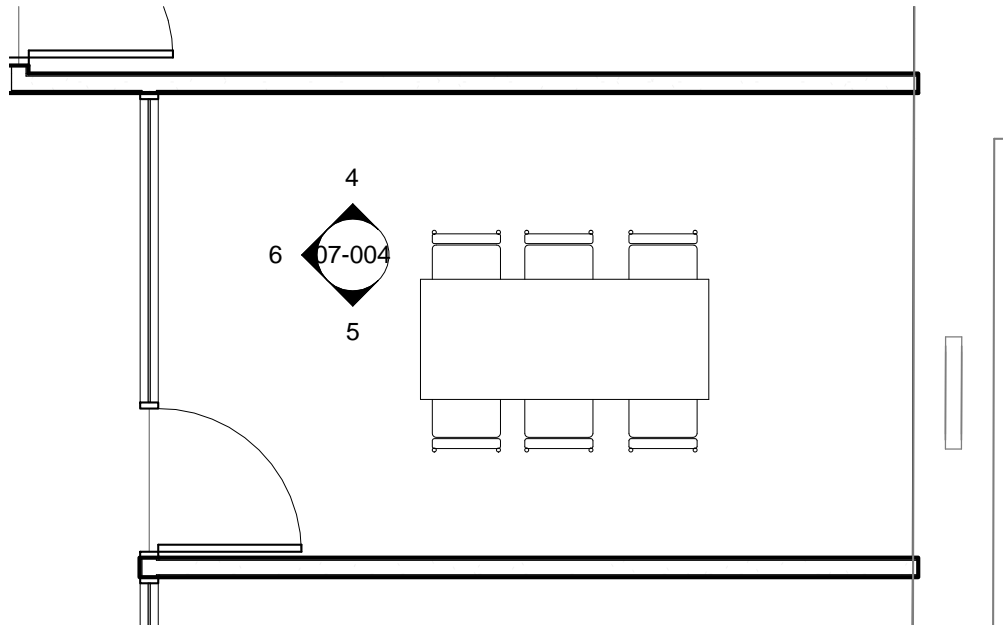
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1/4" = 1'-0"



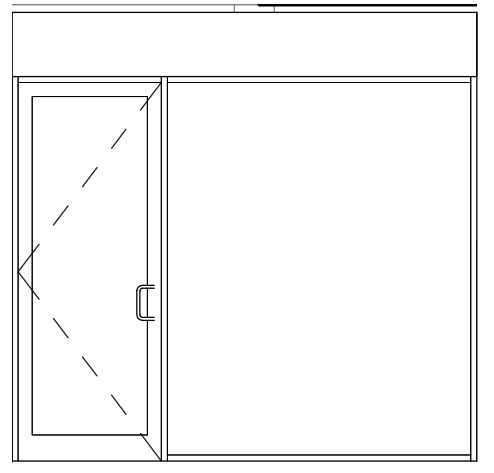
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1/4" = 1'-0"



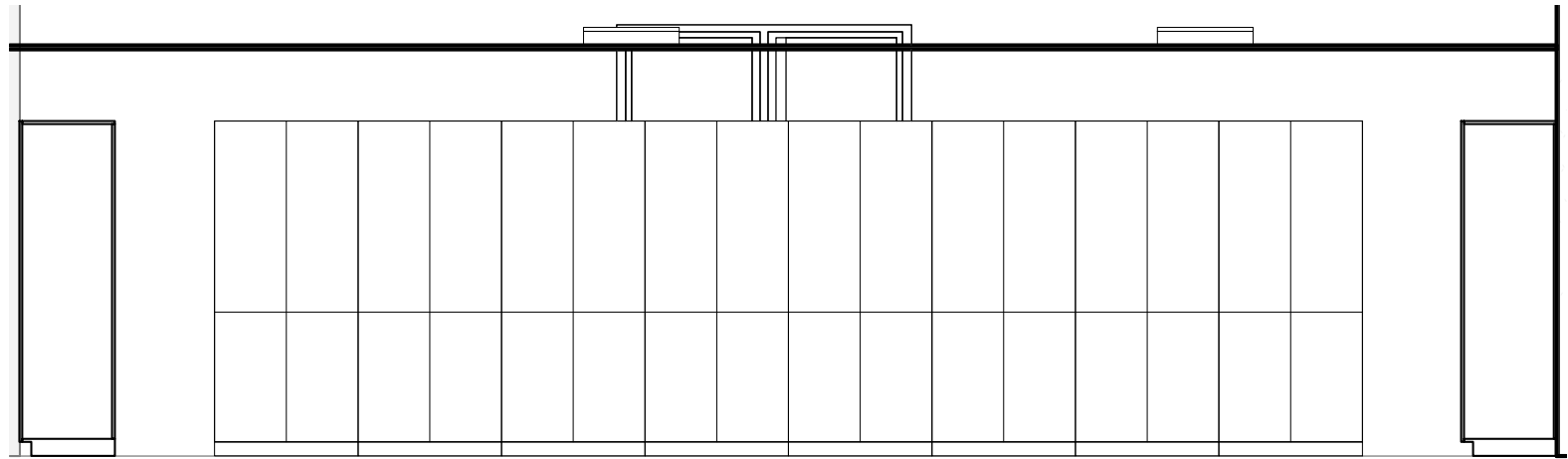
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1/4" = 1'-0"



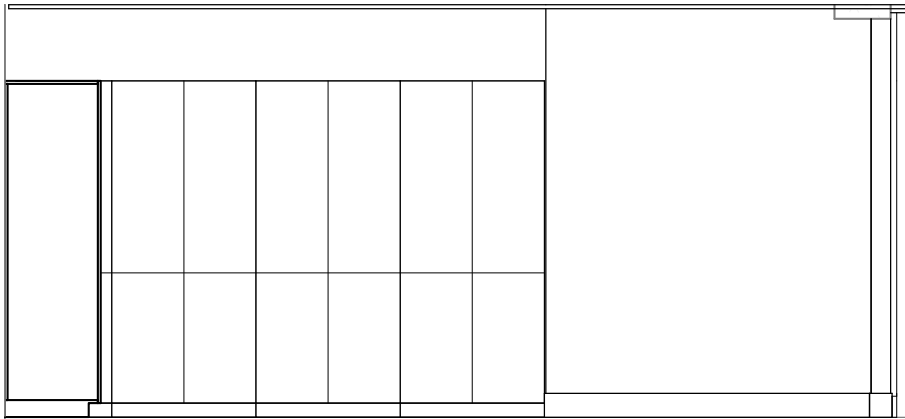
**3 07 - 6 PERSON GROUP STUDY**  
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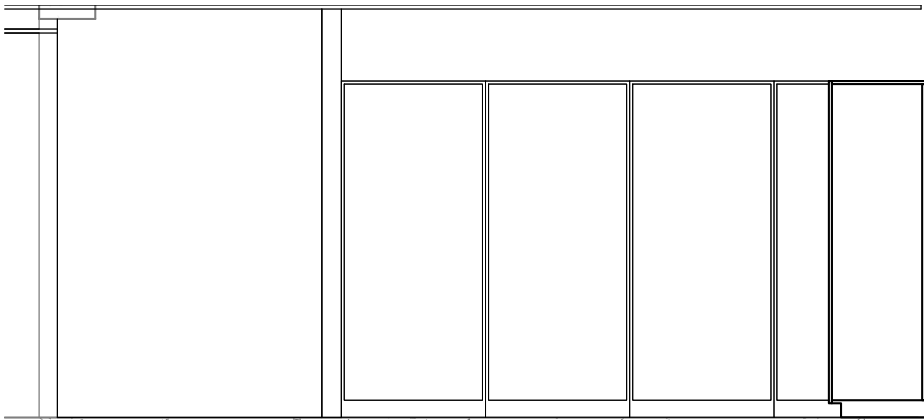
**6 07 - 6P STUDY NORTH**  
1/4" = 1'-0"



4 07 - STUDENT ORGS WEST  
1/4" = 1'-0"



3 07 - STUDENT ORGS NORTH  
1/4" = 1'-0"



2 07 - STUDENT ORGS SOUTH  
1/4" = 1'-0"

