



MEETING REPORT – AUXILIARY SERVICES

REPORT DATE 20 February 2019
REPORT BY Sarah Mojzer
PROJECT SUNY Oswego
Facilities Master Plan Update
PROJECT NUMBER 1827
MEETING DATE 7 February 2019, 2:00 to 3:00 PM
MEETING LOCATION Park Hall 301
DISTRIBUTION Attendees

ATTENDING	OF
Mike Flaherty	General Manager
Steve McAfee	Director, Retail Dining
Kristi Eck	Chief of Staff
Mitch Fields	Associate Vice President for Facilities Services
Brittany Wallace	Junior Project Coordinator
John Inman	State University Construction Fund
Jean Stark	JMZ Architects and Planners
Sarah Mojzer	JMZ Architects and Planners

SUMMARY

Summary of Discussion

- There are three Auxiliary Services spaces in Hewitt (approximately 22,000 NSF) that will need to be relocated when the building is renovated:
 - Bookstore and the Art Supply Store (about 3,100 NSF)
 - Catering Kitchen is about 10,000 NSF with another 2,000 NSF dedicated to offices (6 to 8) and two meeting rooms
 - Hair Salon
- The Bookstore and Salon should be centrally-located on-campus, but the Catering Kitchen could be anywhere, as long as loading and access is good.
- The Catering Kitchen is very busy. It is a separate, year-round operation. It supplies 500,000 grab-and-go meals per year and caters 1,800 events per year.
- Mackin Hall would be a good location for the Catering Kitchen. It currently houses a student dining (2,000 NSF kitchen and dining area) that is open Monday through Thursday from 3 to 7 PM, serving about 1,200 meals per day. The building has good loading dock facilities. A new Catering Kitchen (around 4,000 NSF including storage) would be required, probably taking over the lower level, along with up to eight offices and two meeting rooms that could be located on the first floor.
- Other foodservice locations on-campus (about 138,000 SF campus-wide):
 - The Fusion Café in Shineman is the busiest. It is undersized for its volume of business.

JMZ Architects and Planners, P.C.

190 Glen Street tel 518-793-0786
P.O. Box 725 fax 518-793-1735
Glens Falls, NY 12801 JMZarchitects.com





- The Lake Effect Café in the Penfield Library does 700 to 800 transactions per day; 3,000 customers pass through daily. When events are held in the café, such as open mic nights, it pushes the limit of fire safety occupancy. The space is rated for 91 but hundreds often show up for events.
- West campus student dining needs improvement and expansion.
- The Glimmerglass Café in the West Campus Village is an attractive space, but it isn't used often. It doesn't open until noon, there is no parking, and it is remote. The adjacent Littlepage Dining Hall is busy with late night diners; students go past Glimmerglass to get to Littlepage. The Glimmerglass Fitness Center is located in the same facility as Littlepage Dining Hall.
- There is a service kitchen in 218 Sheldon that serves the Ballroom.
- There are several food venues near Mahar; Auxiliary Services does not want to create another in that building.
- Students reportedly feel unwelcome in downtown Oswego. The College has used event space there in the past (rented from other organizations) but opportunities to offer College-organized events downtown are becoming more limited. It is possible that any permanent College-run establishment downtown would be overrun by high school students. A place on campus for student nightlife is needed.

JMZ WILL PROCEED ASSUMING THIS REPORT TO BE ACCURATE. DISCREPANCIES SHOULD BE REPORTED TO OUR OFFICE WITHIN SEVEN (7) DAYS.