



MEETING REPORT – COLLEGE OF LIBERAL ARTS & SCIENCES

REPORT DATE 20 February 2019
REPORT BY Sarah Mojzer
PROJECT SUNY Oswego
Facilities Master Plan Update
PROJECT NUMBER 1827
MEETING DATE 7 February 2019, 10:00 to 11:00 AM
MEETING LOCATION Park Hall 314
DISTRIBUTION Attendees

ATTENDING	OF
Patricia Clark	Dean, College of Liberal Arts and Sciences
Matt Dyhas	Chair, Psychology
Scott Preston	Chair, Mathematics
Lenuta Giukin	Chair, Modern Languages
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

Liberal Arts, General

- Recent and upcoming space moves offer potential to relocate some Liberal Arts offices.
 - Space will be available in Poucher when the Office of Learning Services (OLS) and Office of Extended Learning move into Penfield Library.
 - Counseling and Psychological Services (CPS) moved out of Mahar to Wilber; space is currently vacant.
- Departments in the Richard S. Shineman Center do not have sufficient office space.
- Departments located in Shineman include: Atmospheric & Geological Sciences, Biological Sciences, Chemistry, Computer Science, Electrical & Computer Engineering Environmental Health & Safety, Mathematics, Meteorology, Physics, and Zoology
- A Digital Humanities Lab is needed. It should be an interdisciplinary, open computer lab with specialized software for digital work in Humanities disciplines. It would be used for instruction, student projects, and homework.

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- Additional specialized computer labs are desired by some departments. Students' laptops are not powerful enough to run visualization software. Standardization of equipment and software helps maximize use of class time. Stations should be 30 SF or larger to enable users to spread-out their materials.
- Try to minimize/reconfigure the long, narrow classrooms campus-wide.
- Some academic deans are located in Culkin (including Liberal Arts). They should be brought back into the academic fold.

Modern Languages

- Marano 255 is a 22-seat Modern Languages computer lab in. Due to intensive use, the room can become very warm. Additional cooling may be needed.
- Modern Languages is creating a mobile lab (Chromebooks on a charging cart) piece-by-piece using grant funding. They have twelve Chromebooks to date.
- Modern Languages uses the second floor of Marano for activities, such as food gatherings, cultural exchanges, and heritage events. The lighting is inadequate and should be improved.

Mathematics

- In general, there are not enough faculty and adjunct offices in Shineman. Adjunct faculty offices are located far from departmental offices. Visiting Assistant Professors (VAP) double- and triple-up in offices. There is not enough meeting space.
- Offices on the second and third floors of Shineman are underutilized.
- A computer classroom is needed for introductory math courses.
- The Math Department wants to remain in Shineman with the other sciences.
- Shineman 130 is not a desirable location for math instruction. The tiered lecture configuration with computers inhibits collaboration and makes it difficult for faculty to walk around the room to interact with students. Faculty would prefer a flat-floor computer classroom with 30 computers. Ideally, the monitors would retract into the desks so the room could be used as a regular classroom when computers are not required or laptops would be provided when course work requires a computer. Basic software would be sufficient.
- Math faculty would like to cap courses at 30 students.
- Faculty report that sound travels between rooms in Shineman. HVAC noise is also a problem.

Psychology, and other departments in Mahar Hall

- Department chairs agreed that the collocation of many departments' offices, such as they are in Mahar, is good for collaboration and interdisciplinary work.
- Mahar requires air-conditioning. Ventilation is poor so staff use electric fans. Equipment on the third floor adds to the heat load. The addition of air-conditioning is a priority for faculty and staff.
- Mahar requires a student lounge.
- Graduate students require lounge and a flexible bullpen office space. Faculty would like food service in Mahar.
- Mahar 302 is a 24-seat computer lab that is too small. Faculty would like to expand it into the adjacent 301A.
- The former Human Development Labs need to be remodeled. Dorothy Shedlock (Human Development Department Chair) should be consulted about the use of these spaces.
- Psychology Department offices in Mahar 402 need renovation due to wear and tear.



- Representatives from other Liberal Arts departments were interviewed on February 8 at 10:00 AM.

Action Items

Tasks to be Completed	Responsible	Status
Improve the hallway lighting on the second floor of Marano where Modern Languages holds events.	Mitch Fields	Pending
How is the former Human Development Lab space being used? Does it need to be renovated? What kind of space is needed?	Dorothy Shedlock (not present at meeting)	Pending
Provide enrollment projections for graduate students in all Liberal Arts programs through 2029.	Patricia Clark	Pending
How many specialized computer labs (with special computer programs) are required for Liberal Arts instruction? As open computer labs? Please specify departments that will use these labs and the number of stations that will be needed in each one.	Patricia Clark	Pending

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