

Date: February 1, 2012

Project Name: William Paterson University MP
Project Number: 46490.00
Subject: Steering Committee Meeting

Meeting Location: College Hall
Meeting Date: January 31, 2012

Prepared By: Katherine Gluckselig
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Participants: Richard Stomber, Associate VP of Administration - WPU
 Lou Poandl, Director of Facilities - WPU
 Nina Trelisky, Director of Registration Services - WPU
 David Kerzner, College of Arts and Communication - WPU
 Nick Diminni, Campus and Residence Life - WPU
 Ed Weil, Provost - WPU
 Steve Hahn, Associate Provost - WPU
 Pam Ferguson, VP, IA - WPU
 Wartyna Davis, Interim Associate Dean, Humanities & Social Sciences - WPU
 Christine Albright, Principal in Charge - Perkins Eastman [PE]
 David Levo, Project Manager and Senior Planner - Perkins Eastman [PE]
 Katie Gluckselig, Planner - Perkins Eastman [PE]

Filename: h:\studio-7\46490.00 william paterson univ mp\docs\minutes & agendas\46490 wpu_2012-01-31 meeting record - steering committee.docx

Business	Subject	Action By/ Date Req'd
1.0 Agenda	<ol style="list-style-type: none"> 1. Campus Profile 2. Assessment of Conditions 3. Assessment of Needs 	n/a
2.0 Campus Profile	<p>General Comments:</p> <ul style="list-style-type: none"> ▪ Alumni have an emotional attachment to the Coach House (not the function, but the "look" of the building) ▪ Coach house was the center of student life in the 1960s and 1970s ▪ There will be 1,000 parking spaces in the new garage 	n/a

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3.0 Assessment of Conditions	Circulation:	n/a
	<ul style="list-style-type: none"> ▪ Most traffic along College and East Roads is pass-through traffic ▪ Many students walk through the service area from Lots 1 and 2, which is a busy zone for maintenance vehicles, not pedestrian-friendly and is the back side of the academic zone 	
	Infrastructure:	n/a
	<ul style="list-style-type: none"> ▪ No water comes in from the south side of the campus—there is a sewage pump near Gate 5, not a water pump station ▪ A water pump station is located near Lot 5 ▪ The CW (chilled water) line shown on the water infrastructure map (connecting from the maintenance areas to Shea Center) is no longer active ▪ No plans to keep Hunziker Wing, Hunziker Hall and Coach House on a steam system ▪ The steam connection between Hunziker Wing and Coach House has a significant leak and can require one full-time staff person in Hunziker Wing to monitor; WPU has explored putting the building on an independent system but have tabled any investment pending a decision on the building's future ▪ Chilled water is provided by stand-alone building equipment, with the exception of Science Hall and the University Commons which are supported by a chiller farm located across the service road from the University Commons' loading docks ▪ WPU to provide as-built drawings of new gas infrastructure 	

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	<p>Building Conditions:</p> <ul style="list-style-type: none"> ▪ Coach House (comments in addition to those presented by PE) <ul style="list-style-type: none"> ▪ Has asbestos and is in very poor condition ▪ Hunziker Hall (comments in addition to those presented by PE) <ul style="list-style-type: none"> ▪ Has sound isolation issues that make music instruction challenging ▪ Connection between Hunziker Hall and Hunziker Wing is awkward and requires passing through active spaces on the 1st and 2nd floors ▪ Hunziker Wing (comments in addition to those presented by PE) <ul style="list-style-type: none"> ▪ Building entrances are confusing and awkward; does not communicate well with Speert Garden or Atrium ▪ Building is heavily utilized ▪ Not conveniently located in relationship to parking lots ▪ Raubinger Hall (comments in addition to those presented by PE) <ul style="list-style-type: none"> ▪ Building entrances are confusing; not all parts of the building are accessible from every entrance ▪ Building is highly utilized ▪ Not conveniently located in relationship to parking lots or for clinical users ▪ Wayfinding is difficult, particularly after having closed off a portion of the main floor for the Provost's suite ▪ Shea Center (comments in addition to those presented by PE) <ul style="list-style-type: none"> ▪ The building has security issues; there are too many ways to get in and out and they have had theft problems in the past ▪ Wightman Gym (comments in addition to those presented by PE) <ul style="list-style-type: none"> ▪ Roof and gutters are currently being replaced ▪ Structural investigation of the north façade is currently being procured 	<p>n/a</p>

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Business 4.0 Assessment of Needs	Subject	Action By/ Date Req'd
	<p>Enrollment:</p> <ul style="list-style-type: none"> ▪ The projected enrollment numbers provided by WPU represent headcount, not FTE ▪ WPU anticipates a larger number of graduate students, which would likely be a majority of part-time, but this is not confirmed ▪ Perkins Eastman is directed to assume a uniform increase in enrollment across all departments, though the Strategic Plan does indicate where variations might occur 	n/a
	<p>Continuing Education:</p> <ul style="list-style-type: none"> ▪ Will grow as it can depending on the availability of instructional space; there is heavy use in the summer due to availability ▪ Continuing Ed classrooms generally conform to UG and GD section sizes—some require small class sizes to meet accreditation standards 	n/a
	<p>Departmental Needs:</p> <ul style="list-style-type: none"> ▪ Support <ul style="list-style-type: none"> ▪ Academic Support does need to be more robust (per the Strategic Plan); no plan to integrate with library ▪ Faculty development functions (IRT, etc.) could be consolidated in a more centralized location, within close proximity to general classrooms; this is fine for the Academic Zone Master Plan to study ▪ Offices related to faculty development do not need to be co-located with the Provost's office ▪ The Provost's office does not need to remain in its current location; it should remain in the Academic Zone, possibly in the new academic building ▪ IRT (Help Desk) and Custodial Services are currently located in the Coach House, which is not an ideal location; Custodial Services does not need to be in the Academic Zone ▪ The Bursar and other enrollment services will be consolidated in Morrison Hall ▪ IRT could possibly move out of Atrium to allow more space for other departments in Atrium 	n/a

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	<ul style="list-style-type: none"> ▪ Academic Departments <ul style="list-style-type: none"> ▪ Current physical fragmentation of the College of Arts & Communication within the Academic Zone should be addressed ▪ The swimming pool is used by Kinesiology and the swimming & diving team; the Committee is in agreement that the pool can be relocated outside of the Academic Zone ▪ The current location for the Child Development Center is not ideal; the Committee is in agreement that the Child Development Center can be relocated outside of the Academic Zone ▪ Any future location of the Child Development Center should be accessible for pick-up/drop-off (closer to parking) ▪ Suggest swapping the University Performing Arts offices (currently in Shea) with the Music offices (currently in Hunziker Hall) ▪ Suggest possibly relocating the writing and computer labs from the Atrium building to an alternate location in the Academic Zone ▪ Art and Music are a natural fit for having a physical adjacency 	n/a
	<ul style="list-style-type: none"> ▪ General Instruction <ul style="list-style-type: none"> ▪ The campus would benefit from more informal learning and small group/seminar rooms (unscheduled) within the Academic Zone buildings; the Academic Zone Master Plan study needs to be mindful of not creating additional operating/instruction burden by imposing an un-fundable increase in faculty requirements ▪ The ideal capacity for a case study method classroom is 30 to 45 seats ▪ Class sections of 24 are typical for science instruction; classroom planning should be based on multiples of 24 	n/a

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	<ul style="list-style-type: none">Large, flexible case method classroom with a capacity of 80 (that can also support instruction for 30 to 35 with the first two rows of the classroom being at the same level to allow small group collaboration) may be desirable but further investigation is required	
	<ul style="list-style-type: none">Lounge/Activity Space<ul style="list-style-type: none">Need informal social space for faculty to gather; the current faculty dining room is not used oftenNeed informal lounge/gathering spaces for students within academic buildings	n/a
5.0 Next Steps	<ul style="list-style-type: none">Perkins Eastman to provide the presentation from meeting to Richard Stomber for distribution to attendees for review and comments; will also include departmental material not covered in the presentation	Feb. 1, 2012

Next Meeting: February 14, 2012 – 10am to 12pm, Room 312; Richard Stomber to coordinate within WPU

Notice: This Meeting Report is our understanding of the items as they were discussed. Please report any discrepancies to Perkins Eastman. If no discrepancies are reported in five working days, this Meeting Record will stand as published.

cc:

Attachments: