

Project Name UO Erb Memorial Union Renovation and Expansion
Project Number 110451
Purpose Subject Area Committee – Women’s Center
Location EMU Rogue River Room

Attendees	Name	Organization
	Erin McGladrey	UO, Women’s Center
	Abigail Leeder	UO, Women’s Center
	Brandy Ota (not present)	UO, Women’s Center
	Laurie Woodward	UO, EMU Director
	Gregg Lobisser	UO, Student Affairs, User Group Chair
	Dan Geiger	UO, EMU Staff, User Group
	Jo Niehaus	UO, CPRE
	Martina Oxoby	UO, CPRE
	Consultant Team:	
	Natasha Koiv	SERA
	Carissa Mylin	SERA
	Laura Grover	SERA

Discussion Items

- They asked whether there was an opportunity to relocate in the building to an exterior window location. UO team explained that their location on the student boulevard is set.
- Laura reviewed the overall student boulevard design intent.
- Four main programs
 - Night shuttle system/Safe Ride
 - Students for Choice
 - Sexual Wellness Advocacy Team
 - Women’s Center
- 20 student staff during the day, 200 volunteers
- Lounge and library space, computer stations that are available. Also provide free printing to their group members.
- Need 4 private enclosed offices (change Office Coordinator to an enclosed office).
- The lactation room could be multi-functional for small meetings. The room needs a sink.
- Storage room – banners, megaphones, totes
- Desire for glass and visibility along the boulevard

Wrap-Up / Next Steps

- SERA will send furniture and equipment inventory forms for staff to complete
- SERA will update the floor plan layouts

End Time: 3:30 pm
Recorded by: Carissa Mylin
Date of Report: 08/09/2013