

Project Number 11045
Purpose Subject Area Committee Meetings
Location Gumwood Room
Start Time 10:15 AM

CONFERENCE REPORT *Recreation Suite: Craft Center, Club Sports, Outdoor Program,
Bike Center, Cultural Forum*

01 THOSE PRESENT

EMU Club Sports

Shawn Rubino, Travis Knapp, Emma Carella, Danny Auerbach, Stephanie Green

EMU Craft Center

Jeff Weitzel, Diane Hoffman, Katie Semple

EMU Outdoor Program, Bike Program

Suzanne Hanlon, Briana Orr, Rithy Khut

EMU Cultural Forum

Laura Morris, Mike Ragsdale

Oregon, Campus Planning and Real Estate

Martina Bill, Fred Tepfer

EMU User Group

Gregg Lobisser, Dan Geiger, Mandy Chong, Wendy Polhemus, Nora Alvarez

AC Martin

Bob Murrin, Tammy Jow, Christopher King

SERA Architects

Eric Philps

02 DISCUSSION

- a. The current program (version 7.2) was presented and revised below (to version 8.2) based upon discussion as indicated in the right hand margin highlighted in orange.

Craft Center:

Craft Center	Quantity	Unit	NASF	GSF
Reception/tool checkout/3 computer reg (6 people)	1	500	500	775
Replicate existing layout with saloon doors				
Staffing				
Director (Enclosed Office)	1	120	120	186
FT Assistant Coordinator workstation	1	100	100	155
FT Studio Manager workstation	1	80	80	124
FT Office Specialist workstation	1	80	80	124
PT Studio Tech (ceramics)	1	80	80	124
PT Studio tech (glass)	1	80	80	124
PT(future) Studio Tech (welding/blacksmith)	1	80	80	124
9 Studios				
1 Ceramics	1	1,019	1,019	1,579
Ceramics glaze making room/Glass storage	1	124	124	192
2 Digital Photography	1	129	129	200
3 Fibers	1	430	430	667
Entry & fibers overflow (part of circulation factor)	0	0	0	0
4 Glass (hot, warm & cold)	1	902	902	1,398
Glass, Photo and locker hallway (part of circulation fa	0	0	0	0
5 Jewelry	1	602	602	933
6 Photography/darkroom	1	429	429	665
7 Silkscreen Graphics	1	326	326	505
8 Woodshop	1	962	962	1,491
Woodshop Benchroom/Sandblasting	1	746	746	1,156
9 Painting and Drawing Studio	1	510	510	791
Local Storage	1	300	300	465
TOTAL			7,599	11,778
Outdoor work area (Not included in total SF)				1,200
Covered Outdoor Area (Not included in total SF)				2,400
Internal Circulation factor 25%			1,900	
Suite Total			9,499	
Craft Center Remote Storage	1	1,000		
@Linder,Storage Shed, Canoe Shack & Dock)				
Dock includes storage of chemicals - cannot freeze				

Club Sports:

Club Sports	Quantity	Unit	NASF	GSF	
• Welcome Desk/gathering (of 10-40)-Also need covered outside Display area for Trophies Shared Printer Station Mail Cubbies 1X1X1 Staff Offices Director (Enclosed Office) Assistant Coordinator, Club Sports (Enclosed Office) Office Specialist (workstation) Staff Work Stations (Execs) • Student Coordinator Work Stations Storage	1	130	130	202	
	1	120	120	186	
	1	100	100	155	
	1	80	80	124	
	2	36	72	112	
	12	12	144	223	
	1	36	36	56	
TOTAL			682	1,057	
Adjacent Exterior area for team queuing and Van Parking Internal Circulation factor 25% Suite Total			171		
			853		
Conference Room (18) for mtgs & driver training	0	400	0	0	Shared
Club Sports Remote Storage:	1	100			

Outdoor Program

Outdoor Programs	Quantity	Unit	NASF	GSF	
Reception counter for 2 stations	1	100	100	155	
Staff Offices (Enclosed Office) Program Coordinator Assistant Coordinator	1	120	120	186	
	1	100	100	155	
Staff Offices (Workstations) Office Manager	1	80	80	124	
Student Staff Offices (Workstations) PT 10+ Vpt15	5	36	180	279	
Program Space/Work area/meeting area	1	200	200	310	
Storage	1	36	36	56	
TOTAL			816	1,265	
Internal Circulation factor 25%			204		
Suite Total			1,020		
Club Sports Remote Storage:	1	100			

Bike Center

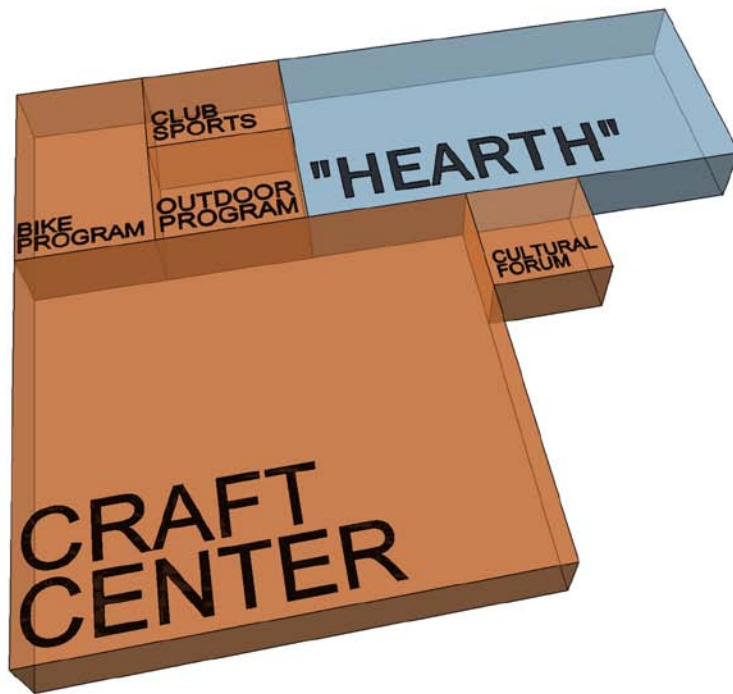
Bike Center				
Customer Service Area/Desk w/2 station	1	200	200	310
Staff				
Bike Program Coordinator (proposed)	1	100	100	155
Bike Program Staff (8-10)	2	36	72	112
Class Instructors	2		0	0
Shared Program/Resource Space Included above in Outdoor Program			0	0
Retail component	1	100	100	155
6 DIY Maintenance stations + 2 staff stations	8	60	480	744
Rental Bike Storage (40)	1	240	240	372
Secure covered bike storage (80)	1	500	500	775
			1,692	2,623
Bike Center Total NIC				
Share Lounge Space with Outdoor Program				
Need Shower/Locker nearby				
Estimated 400 bike parking req'd EMU Wide				
Bike Center Remote Storage	1	100		
Alternate: Not included in totals				

Cultural Forum:

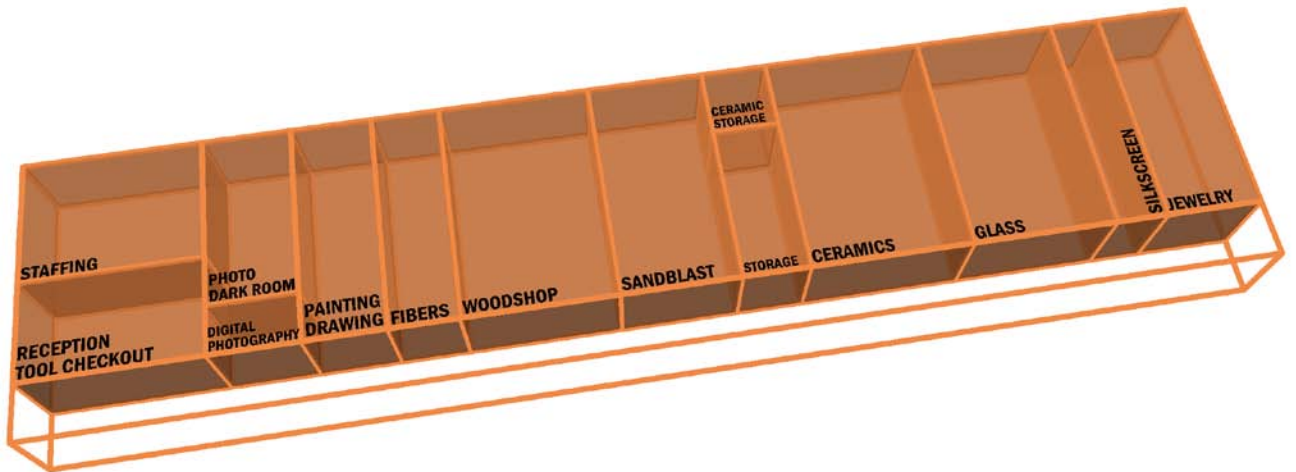
Cultural Forum	Quantity	Unit	NASF	GSF	
Reception 2 waiting	1	50	50	78	
Workstation	1	36	36	56	
Program Coordinator	1	100	100	155	
Office Manager	1	64	64	99	
Production Coordinator	1	64	64	99	
Student Coordinators (9)	5	20	100	155	
Work Area for 10 students	1	70	70	109	
Copy room	1	50	50	78	
Kitchenette/Festival Support	1	25	25	39	
Storage	1	36	36	56	
			595	922	
Internal Circulation factor 25%				149	
Suite Total				744	
Cultural Forum Remote Storage:	1	100			
Conference Room (10 seats)	0	220	0	0	Shared

- a. Scaled three-dimensional blocks to represent the program were also presented. These diagrams are done to illustrate the relative size of program elements and are not intended to show desired adjacencies.

RECREATION SUITE



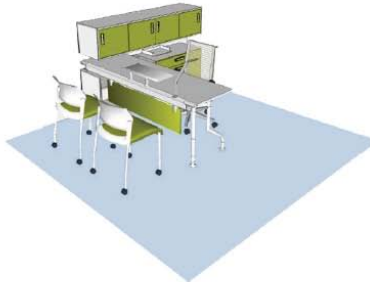
Craft Center:



DIRECTOR'S OFFICE
1 OFFICE @ 120 SF



ASSISTANT COORDINATOR
1 WORKSTATION @ 100 SF



STUDIO MANAGER
1 WORKSTATION @ 80 SF



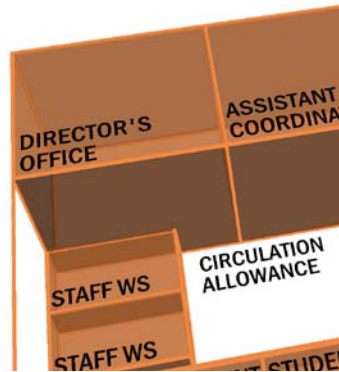
OFFICE SPECIALIST
1 WORKSTATION @ 80 SF



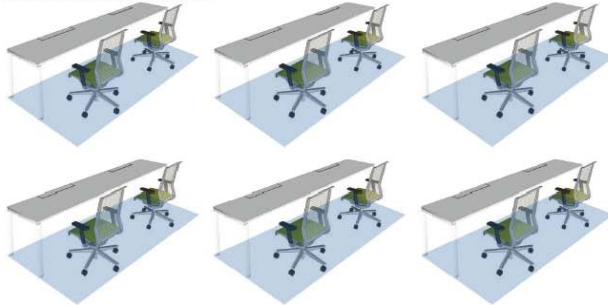
PT STUDIO TECH
3 WORKSTATIONS @ 80 SF



Club Sports:



STUDENT WORKSTATIONS
12 WORKSTATIONS @ 12 SF



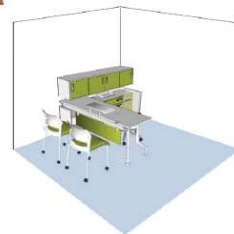
STAFF WORKSTATIONS
2 WORKSTATIONS @ 36 SF



OFFICE SPECIALIST WORKSTATION
1 WORKSTATION @ 80 SF



ASSISTANT COORDINATOR'S OFFICE
1 OFFICE @ 100 SF



DIRECTOR'S OFFICE
1 OFFICE @ 120 SF



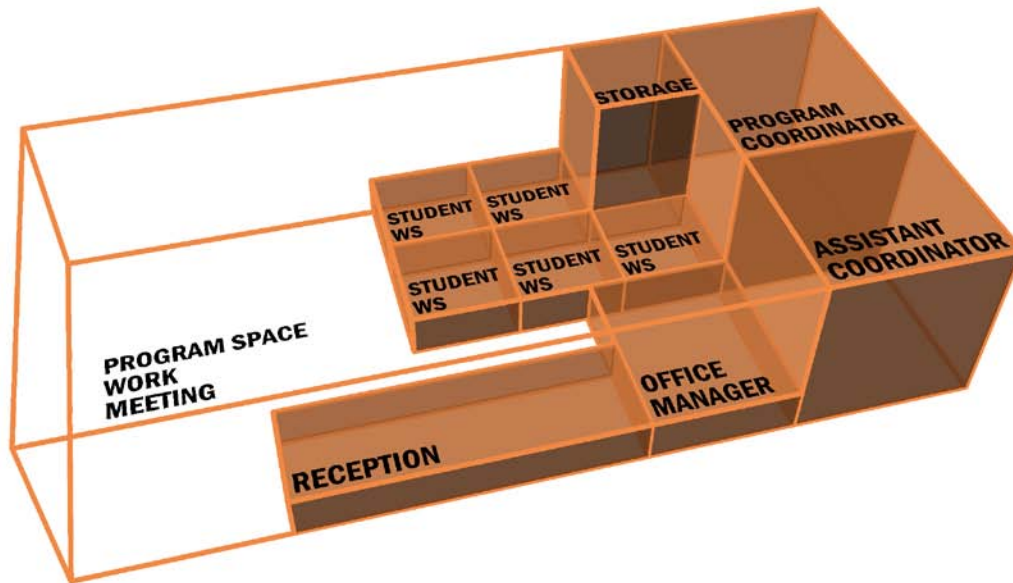
MAIL CUBBIES
10SF



SHARED PRINTER STATION
10SF



Outdoor Program:



STUDENT STAFF OFFICES
5 WORKSTATIONS @ 36 SF



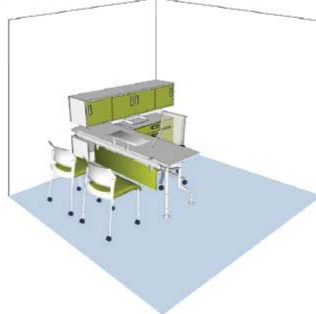
OFFICE MANAGER
1 WORKSTATION @ 80 SF



PROGRAM COORDINATOR
1 OFFICE @ 120 SF



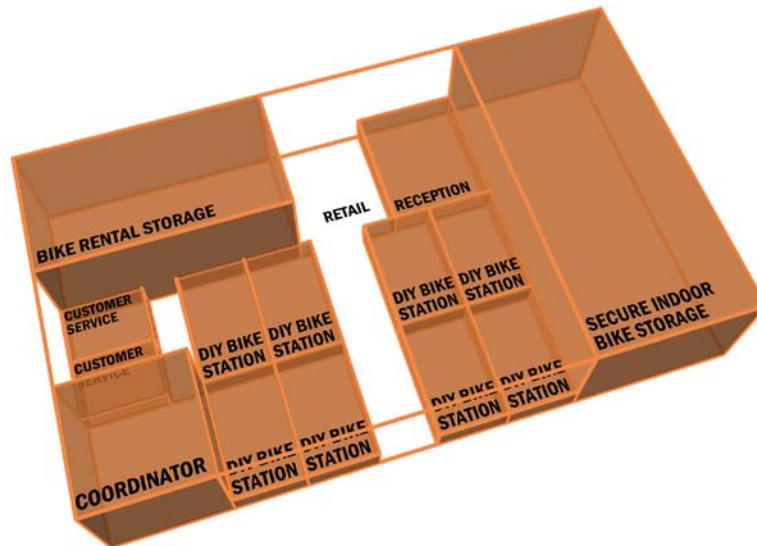
ASSISTANT COORDINATOR
1 OFFICE @ 100 SF



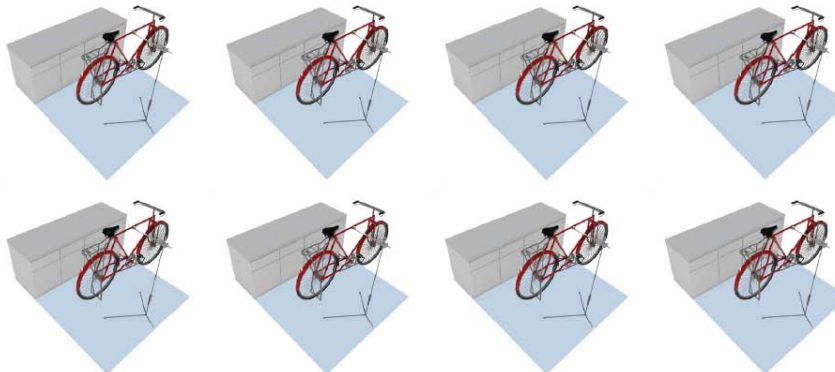
RECEPTION
100 SF



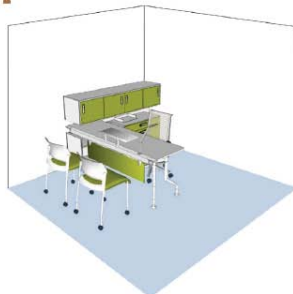
Bike Center:



DIY MAINTENANCE STATION
8 WORKSTATIONS @ 60 SF



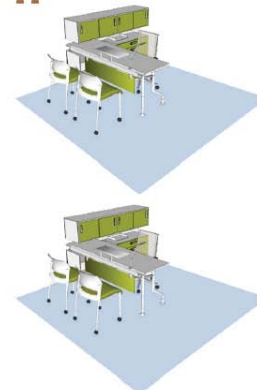
BIKE PROGRAM COORDINATOR
1 OFFICE @ 100 SF



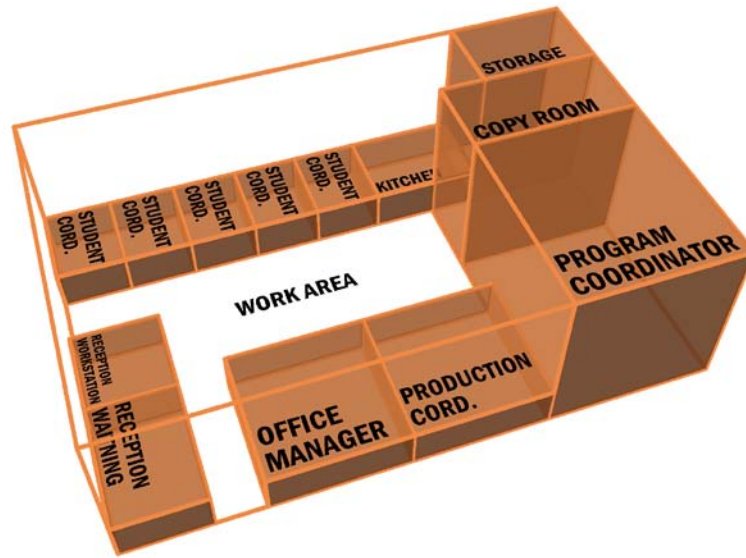
BIKE STAFF
2 WORKSTATIONS @ 36 SF



CUST. SERVICE AREA @ 200 SF
2 WORKSTATIONS @ 36 SF



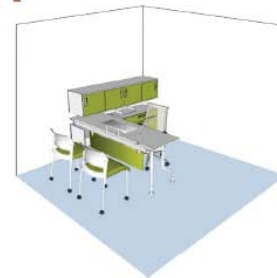
Cultural Forum



STUDENT COORDINATORS
5 WORKSTATIONS @ 20 SF



PROGRAM COORDINATOR
1 OFFICE @ 100 SF



PRODUCTION COORDINATOR
1 WORKSTATION @ 64 SF



OFFICE MANAGER
1 WORKSTATION @ 64 SF



RECEPTION
1 WORKSTATION @ 36 SF



KITCHENETTE
100 SF



Notes:

1. Recreation suite: Idea of a common area shared w/in suite – informal event space, presentation, pictures, hang out. Wants a fireplace, and a central lounge gathering (wish list) to allow the suite to create a collaborative atmosphere.
2. Recreation Suite needs to have full access to daylight. Daylighting diagram needs to be corrected.
3. Discussed both 13th location and University Ave. location in the basement. University Ave. basement location could access daylight and use current berm area as outdoor space.
4. Craft Center:
 - a. Craft center spaces that don't need daylight: Dark room Checkout area Wood bench area with sandblasted, silkscreen.
 - b. Spaces that most need daylight (skylights or windows) Ceramics Painting and drawing Glass (demonstration adjacency to corridor).
 - c. Spaces that need access to outdoors: Ceramics, Glass.
 - d. Light promotes creativity.
 - e. Need big truck loading access – food service dock seems adequate.
5. Bike Program
 - a. Secure covered bike storage does not have to be conditioned, needs to be adjacent to the reception area.
 - b. Dan likes the location on 13th Ave for the recreation suite.
 - c. Reception area doubles as retail area.