

Project Number 11045  
Purpose Subject Area Committee Meetings  
Location Bean East Conference Room  
Start Time 8:45 AM

## **CONFERENCE REPORT**    *Computer Lab*

### **01**    **THOSE PRESENT**

*Information Services*

Helen Chu, Mary Bradley, Patrick Chinn

*University of Oregon, Campus Planning and Real Estate*

Martina Bill

*University of Oregon, Student Affairs*

Gregg M. Lobisser

*AC Martin*

Bob Murrin, Tammy Jow, Christopher King

*SERA Architects*

Natasha Koiv

### **02**    **DISCUSSION**

- a. There are 120 existing computer workstations in the Computer Lab.
- b. There will be 30 computer workstations in the Lab of the future.
- c. Space standards for workstations and offices were presented and reviewed.
- d. NSF areas and quantities for staff positions were right-sized.
- e. The reception area is more like a help counter and less of a gate keeper. There should be a counter to support 3-4 staff members. The counter is a workstation with a drop down area. Waiting seats could double as computer stations.
- f. The Director should have a private office at 120 sf.
- g. The workstations for the staff members can go into the workroom.
- h. Computer Stations: A variety of space and sizes would be appropriate, with high and low desk heights. There could be 3' wide and 5' wide tables.
- i. Keyboards should be on table tops. Keyboard trays present a maintenance issue.
- j. The Computer Lab Conference Room is a Classroom with specialized equipment including 2 smart boards. One smart board is portable, while the other is mounted on the walls with a plasma screen. The room does not require a projector or projection screen. There should be good visibility in and out of the room. The Computer Classroom should be sized to fit 25 seats, the minimum registrar size for a classroom.
- k. The Small Group Study Room is another showcase piece.
- l. Local storage is required for boxes of paper, toner cartridges.
- m. The Computer Center is open to the idea of shared storage in the basement. Chain link with a pad lock is okay.

- n. Proximity to the loading dock and storage is important, since the Computer Center receives deliveries of paper.
- o. Throughout the building, there should be a variety of student workstations, sizes, looks, types, heights, integrations, etc.
- p. How many terminals are required outside of the computer lab itself? There are 30 in the Computer Lab. There might be 80 throughout the building, in the pub, lounges, etc.
- q. Based on an annual survey of students, 93% of students own a laptop. Most students purchase a laptop when they start school. Most will leave UO with the same computer/laptop.
- r. Based on coursework, juniors and seniors are the heaviest users of heavy software in the Computer Lab.