

Project Number 11045
Purpose Subject Area Committee Meetings
Location Bean East Conference Room
Start Time 1:00 PM

CONFERENCE REPORT *Craft Center*

01 THOSE PRESENT

Craft Center

Katie Semple, Diane Hoffman, Renae Kowitz, Dana Johnston, Tim Jarvis,

EMU User Group

Mandy Chong, Nora Alvarez

EMU Administration

Wendy Polhemus

University of Oregon, Campus Planning and Real Estate

Fred Tepfer

AC Martin

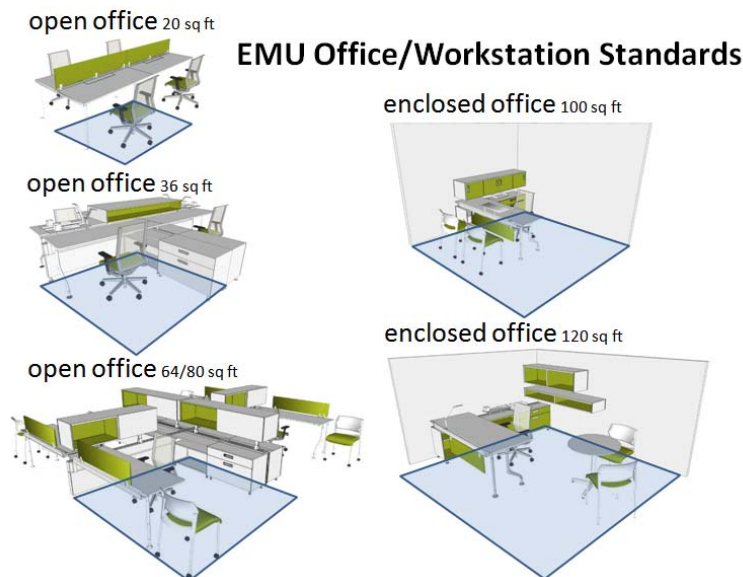
Bob Murrin, Tammy Jow, Christopher King

SERA Architects

Natasha Koiv

02 DISCUSSION

1. Space standards for workstations and offices were presented and reviewed.



2. NSF areas and quantities for staff positions were right-sized based upon standard office and workstation standards.

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				

3. Studio techs (3) need own workstation.
4. Need office specialist workstation (80SF)
5. Need for private conversations.
6. Storage:
 - a. Currently storage is located in staff area
 - b. Student storage of projects should be close to each studio.
 - c. Need spaced for bottle gasses/chemicals (cannot freeze) at dock
 - d. Saw dust collection
7. Prefer to have access to truck loading area.
8. Reception:
 - a. Tool check out and payment
 - b. 1-2 students man reception station at all times
 - c. Cash register, printer
 - d. Adjacent to storage area to accommodate tools to loan and products to buy.

- e. Current layout works well.
9. Studios have a preference for natural light.
10. Need for adjacent secure outdoor space: 2,200- 2,400sf covered and 1200-1400 sf uncovered.
- a. Heavy clay and glass –available immediately outside
 - b. Recycling bins
 - c. Material storage
11. The adjacency diagram was reviewed and a “*recreation suite*” was suggested with affinities with Outdoor Program, Club Sports, Bike Center and Cultural Forum.

