

PROJECT DOCUMENTATION

PROJECT: Grinnell College
Noyce Science Center Phase II
Grinnell, Iowa

COMMISSION NO.: 14233-21
DATE: November 13, 2000

DESCRIPTION: A meeting to review the development of the program with the Mathematics faculty was held at Grinnell College on November 8, 2000.

PARTICIPANTS:	Emily Moore	Mathematics
	John Stone	Mathematics
	Gene Herman	Mathematics
	Tim Moore	Mathematics
	Royce Wolf	Mathematics
	Charles Jepsen	Mathematics
	Rick Heinz	RFD
	Dennis Vovos	Holabird & Root
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DISTRIBUTION: Vicki Wade
Chris Harrison-Weitz Co.
Rick Heinz-RFD
Lee Tapper

ITEM ACTION

- 1.0 H&R distributed a mock schedule of math classrooms for discussion.
- 2.0 Math has requested three math first classrooms and one statistics first classroom as part of the shared space program.
- 3.0 Math has requested one classroom as part of the math department program.
- 4.0 By combining classifications from shared classroom Co 06 into Co 05 and Ma 01, math first classroom Co 06 can be eliminated.
- 5.0 The goal of the department is to limit class size to 24. It was agreed that math classrooms would be designed to hold 32 students with moveable tables and chairs. This would project to classrooms approximately 945 sf in size.
- 6.0 it was agreed that classrooms should be configured with a center aisle in order to promote instructor circulation into the student area. Two-foot wide tables with three foot six inch aisles between table rows should be sufficient. Approximately seven feet should be left between the first row of tables and the blackboard.
- 7.0 Storage for coats and backpack racks within the classrooms should be considered.

ITEM ACTION

- 8.0 The statistics classroom should be configured to hold 32 students with 16 computers. Space needs to be provided for the storage of props and for non- computer group activities. Projection video capabilities will also be required. The statistics classroom and the electronics classroom may be suitable for combining. The statistics lab is projected to be scheduled approximately 16 hours per week.
- 9.0 The math computer lab (Ma 02) is seen as an open computer lab that is scheduled occasionally.

The preceding notes constitute Holabird & Root's understanding of the matters addressed. If your understanding differs, please notify Dennis Vovos within five working days of your receipt of this document.

HOLABIRD&ROOT LLP

Dennis Vovos
Project Manager

DV/eb