

PROJECT DOCUMENTATION

PROJECT: Grinnell College
Noyce Science Center Phase II
Grinnell Iowa

COMMISSION NO.: 14233-18
DATE: November 3, 2000

DESCRIPTION: A meeting to review the needs of the Math Department related to Phase II of the Science Center was held at Grinnell College on September 7, 2000.

PARTICIPANTS:

Arnold Addberg	Math
Marc Chamberland	Math
Gene Herman	Math
Charles Jepsen	Math
Katherine McClelland	Math
Emily Moore	Math
Tom Moore	Math
John Stone	Math
Ernest Wagner	Holabird & Root
Dennis Vovos	Holabird & Root

DISTRIBUTION:

Vicki Wade	
Chris Harrison	Weitz Co.
Rick Heinz	RFD
Lee Tapper	Holabird & Root

ITEM ACTION

- 1.0 Current faculty size is 8 full time faculty.
- 2.0 The Math Department projects a full-time faculty of 10. This includes one instructor for statistics.
- 3.0 Statistics is taught by departments other than math. The Math Department is projecting one faculty person from the department teaching statistics.
- 4.0 Four senior status faculty offices are projected.
- 5.0 The need for one visitor office was identified.
- 6.0 Office sizes for faculty are approximately 200 sf. Senior faculty offices could be reduced to 150 sf. The visitor office may be able to function as student research if sized properly.
- 7.0 The department projects 15-20 majors per year. Six to eight students are involved in summer research each year.

ITEM ACTION

- 8.0 The systems administrator position should be a common link between the CS and math sides of the department.
- 9.0 Existing classrooms were reviewed. The existing classrooms do not allow enough space per student. Tables and chairs with flat floors seem to be the preferred layout style. Access to students by the instructor is important. Sight lines to projection screens, marker boards and instructor are important. Screens should be played so as to be able to be used simultaneously with marker boards.
- 10.0 Ceiling mounted projection system was used. Use of document cameras and smart boards was minimal.

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/ct