

**Committee on Space Utilization (COSU)**  
**February 1, 2011 Meeting**  
**10:30 – 11:30 a.m.**  
**Graduate School Conference Room**

Present: Sue Achey, Todd Allen, Beckie Croissant, Heather Lawrence, Clint Harris, Judy Layton, Kirk Leichliter, Jeff Michie, Roxie Wilson  
Unable to attend: Ryan Rose  
Guests: David Caffey, Monica Coverdale

- ❖ Faculty Recitals. (David Caffey, Monica Coverdale). Dr. Caffey submitted a request to consider faculty recitals receive the same consideration as student recitals in regards to scheduling. Monica and David explained that faculty recitals are a major part of the curriculum and linked to their accreditation standards. For example, students are mandated by their accreditation to attend a minimum amount of recitals/concerts (e.g., MUS 100 Recitals, Concerts and Productions) per semester. In addition to the curriculum concerns, faculty recitals are typically scheduled approximately a year in advance and are included in the PVA marketing materials distributed on-campus, in the local community and regionally. Marketing creates a strong connection to the community and alumni, and is an important component for recruiting purposes.

The Committee had a lengthy discussion over the issue and will draft a recommendation to forward to the Provost and VP for Finance and Administration for revision in the Facility Utilization Plan and Procedures.

- ❖ Lenel Card Access System Update. (Kirk) All residence halls are completed. West campus is essentially completed and work has started on central campus. Kirk reiterated that once the new system is implemented university-wide, there will be a campaign to educate the University community on the new features (e.g., update capability approx. every 30 minutes, emergency lock-down program, etc.). A working group will be formed to develop a process for non-academic space access for students and instructors.
- ❖ Spring Semester Meetings. Remaining meeting dates (same time and location): March 1, April 5, and May 3.