Dr. James Henderson, Provost
University of Louisiana at Lafayette

April 17, 2015

Dear Dr. Henderson:

Members of the Task Force to Review Space Usage in Oliver Hall respectfully submit our recommendations, as per your charge dated November 4, 2014. Members of the task force are as follows: Barry Ancelet, Bill Crist, Hsiu-Yueh “Sonya” Hsu, Nona Istre, Robert McKinney, Michael Totaro (Chair), Steven Oubre, Thomas Sammons. The task force has accomplished the following:

- Identification of building resource needs of all units in James R. Oliver Hall (OLVR)
- Articulation of current building resource uses by all units in OLVR
- Assessment of the alignment between needs and current uses
- Recommendation of two alternatives for your consideration

The attached report details recommendations by the task force. If you have any questions or concerns, please feel free to contact me via telephone (337-482-5697) or via email (miket@louisiana.edu).

Thanking you in advance,

Michael W. Totaro, Ph.D., Chair
Task Force to Review Space Usage in Oliver Hall
University of Louisiana at Lafayette

Task Force to Review Space Usage in Oliver Hall
Milestone IV (Final) Report
April 15, 2015

Members: Barry Ancelet, Bill Crist, Hsiu-Yueh “Sonya” Hsu, Nona Istre, Robert McKinney, Michael Totaro (Chair), Steven Oubre, Thomas Sammons

Background: On November 4, 2014 Provost Dr. Henderson convened a meeting with members of the Task Force to Review Space Usage in Oliver Hall, the charge of which is as follows:

As per State of Louisiana Guidelines,

1. Identify building resource NEEDS of all units in James R. Oliver Hall (OLVR)
   - Dean’s Office, Ray P. Authement College of Sciences
   - School of Computing and Informatics (CMIX)
     - Center for Advanced Computer Studies (CACS)
     - Computer Science Program (CMPS)
     - Informatics Program (INFX)

2. Articulate current building resource USES by all units in OLVR

3. Assess the ALIGNMENT between NEEDS and current USES

4. Submit recommendations to Provost Dr. Henderson, no later than April 15, 2015

In addition to the initial meeting on November 4, 2014, the task force met on the following dates:

January 13, 2015
February 18, 2015
March 25, 2015
April 14, 2015

Minutes from all task force meetings are provided in Appendix A of this report. Additionally, the task force submitted three “Milestone” reports, following completion of the work in items 1, 2 and 3 above. These reports are provided in Appendix B.

Members of the task force agreed that any recommendations made to Provost Dr. Henderson should accommodate the current and expected building resource needs of the Ray P. Authement College of Sciences Dean and Staff, as well as the School of Computing and Informatics. The
School of Computing and Informatics consists of three units: Center for Advanced Computer Studies (CACS), Computer Science Program (CMPS), and Informatics Program (INFX). As such, recommendations made by the task force should: (1) facilitate cohesion among the three units; and (2) preserve the unique characteristics of each of the three units.

**Recommendations:** Members of the task force respectfully submit two alternatives to Provost Dr. Henderson, for his consideration. These alternatives are indicated below (listed in the order in which they were developed). The alternatives create a second administrative suite in Oliver Hall that responds to the changing organizational structures of the college and school, while maximizing the efficient use of spaces and resources.

**Alternative A**

Modify the “bullpen space” on 3rd floor – at present, very much underutilized – so that it may accommodate the following “new” spaces:

- Lobby
- School Director’s office
- CACS Coordinator’s office
- CMPS Coordinator’s office
- INFX Coordinator’s office
- Administrative Assistant’s office (3 cubicles)
- Copy room
- Student workers

The revised blueprint, "3rd Floor Plan Revisions_041415," illustrates Alternative A.

Currently, the "bullpen" is an open space that contains cubicles. This alternative would require construction of new walls, as well as the addition of HVAC and electrical, etc. It includes using an existing conference room and incorporating two existing offices into the new suite.

**Alternative B**

Modify (and expand) the area in and around the OLVR 222 Suite, in order to accommodate essentially the same “new” spaces as indicated in Alternative A, with the following differences:

- In contrast to the 3rd floor alternative, this particular alternative includes a public welcome and exhibit area to display the accomplishments of the school which may include the School logo, or even logos of each of the three units (CACS, CMPS, and INFX)
Currently, the OLVR 222 Suite is comprised of offices, walls, HVAC, electrical, etc.

The revised blueprint, "2nd Floor Plan Revisions_022715," illustrates Alternative B. This option reconfigures the existing suite, and incorporates the current "library" space as well as a portion of the faculty lounge.
Appendix A. Minutes of Task Force Meetings
IN ATTENDANCE

Dr. Jim Henderson, Provost; Dr. Azmy Ackleh, Dean of RPA College of Sciences

Members Present:

Bill Crist, Hsiu-Yueh “Sonya” Hsu, Nona Istre, Robert McKinney, Michael Totaro (Chair)

Excused Members:

Steven Oubre, Thomas Sammons

CHARGE OF TASK FORCE

Dr. Henderson articulated the charge of the task force and the expected timeline for our work:

As per State of Louisiana Guidelines:

1. Identify building resource NEEDS of all units in James R. Oliver Hall (OLVR)
   o Dean’s Office
   o School of Computing and Informatics (CMIX)
   o Center for Advanced Computer Studies
   o Computer Science Program
   o Informatics Program

2. Articulate current building resource USES by all units in OLVR

3. Assess the ALIGNMENT between NEEDS and current USES

TIMELINE

**Milestone I: DUE December 17, 2014, to Robert McKinney

- Inventory sheet, original allocation (by room)
- Number of:
  o Faculty
  o Staff
  o RA’s and TA’s (Nancy Franks)
- Operations of each unit in OLVR
- Faculty duties
- Spreadsheet (roughly Nov. 10-11)
Task Force to Review Space Usage in Oliver Hall  
Meeting Minutes – January 13, 2015

IN ATTENDANCE

Hsiu-Yueh “Sonya” Hsu, Nona Istre, Robert McKinney, Steven Oubre, Thomas Sammons, Michael Totaro (Chair)

EXCUSED

Bill Crist

- The group discussed contents of the Milestone I Report, which was submitted to Robert McKinney on December 17th, 2014. There were a few clarifications made about the report; however, all agreed that contents of the report reflected (to the extent possible) an accurate view of the current usage by OLVR Hall occupants.
- Discussion ensued regarding an appropriate approach to Milestone II Report, which should describe existing alignment between INTENDED and ACTUAL.
  - The group addressed each room/lab, one by one, and identified several as essentially “unused,” which are as follows:
    - OLVR Rooms 210, 217, 220, 226, 227, 229, 233 (Total = 1,175.51 sq. ft.)
    - OLVR Rooms 311, 345, 346, 351, 357, 359 (Total = 2,693.78 sq. ft.)
  - Thus, total “unused” space is 3,869.29 sq. ft. (1,175.51 sq. ft. + 2,693.78 sq. ft.)
- S. Oubre agreed to indicate unused / available space, as well as provide total unused / available sq. footage, for inclusion in the Milestone II Report
- Meeting was adjourned.
IN ATTENDANCE

Hsiu-Yueh “Sonya” Hsu, Nona Istre, Robert McKinney, Steven Oubre, Thomas Sammons, Michael Totaro (Chair)

EXCUSED

Barry Ancelet, Bill Crist

- The group discussed contents of the Milestone II Report, which was submitted to Provost Dr. Henderson on January 30, 2015
- Clarifications since Milestone II Report:
  - OLVR 213 – Not labeled, but serves as an office for Grader
  - OLVR 217 – CMPS currently interviewing to fill tenure-track position, anticipated occupant of this office
  - OLVR 220 – FAX and supply room
  - OLVR 229 – CMPS Accreditation Room (dedicated)
- Group “toured” several offices and determined that OLVR 313, currently used as CACS file room, could be scaled down (assuming archiving of least-used files)
- Task force members agreed that we will target, say, 2-3 alternatives in final report (i.e., Milestone IV)
  - One plausible alternative is to modify the “bullpen space” on 3rd floor – at present, very much underutilized – so that it may accommodate the following “new” spaces:
    - Lobby
    - School Director’s office
    - CACS Coordinator’s office
    - CMPS Coordinator’s office
    - INFX Coordinator’s office
    - Administrative Assistant’s office (3 cubicles)
    - Copy room
    - Student workers
- S. Oubre agreed to take existing 3rd floor plans and revise to accommodate this alternative
- Meeting was adjourned
IN ATTENDANCE

Barry Ancelet, Bill Crist, Hsiu-Yueh “Sonya” Hsu, Robert McKinney, Michael Totaro (Chair)

EXCUSED

Nona Istre, Steven Oubre, Thomas Sammons

- The group discussed the following:
  - Contents of the Milestone III Report, which was submitted to Provost Dr. Henderson on March 1, 2015
  - How to proceed with the Milestone IV (Final) Report
- B. Ancelet (Faculty Senate representative and newest member of the task force) shared his thoughts concerning space utilization in Oliver Hall.
- Task force members agreed that the following alternatives for the final report are most viable (not listed in any particular order):
  - As indicated in previous Minutes (as well as the Milestone III report, including proposed revised blueprints), one alternative is to modify the “bullpen space” on 3rd floor – at present, very much underutilized – so that it may accommodate the following “new” spaces:
    - Lobby
    - School Director’s office
    - CACS Coordinator’s office
    - CMPS Coordinator’s office
    - INFX Coordinator’s office
    - Administrative Assistant’s office (3 cubicles)
    - Copy room
    - Student workers
  - Another option is to modify (and expand) the area in and around the OLVR 222 Suite, in order to accommodate essentially the same “new” spaces as indicated in the previous alternative.
- S. Oubre has already provided revised blueprints as per the first alternative above, and has agreed to take existing 2nd floor plans and revise to accommodate the second alternative above.
- All present agreed that one final meeting was likely necessary, and would occur prior to the April 15th due date for Milestone IV (Final) Report.
- Meeting was adjourned.
IN ATTENDANCE

Barry Ancelet, Hsiu-Yueh “Sonya” Hsu, Nona Istre, Robert McKinney, Steven Oubre, Thomas Sammons, Michael Totaro (Chair)

EXCUSED

Bill Crist

- Following considerable discussion, task force members agreed to submit the following two alternatives to Provost Dr. Henderson (not listed in any particular order):
  - One alternative is to modify the “bullpen space” on 3rd floor – at present, very much underutilized – so that it may accommodate the following “new” spaces:
    - Lobby
    - School Director’s office
    - CACS Coordinator’s office
    - CMPS Coordinator’s office
    - INFX Coordinator’s office
    - Administrative Assistant’s office (3 cubicles)
    - Copy room
    - Student workers
  - Another alternative is to modify (and expand) the area in and around the OLVR 222 Suite, in order to accommodate essentially the same “new” spaces as indicated in the previous alternative
    - In contrast to the 3rd floor alternative, this particular alternative could accommodate an impressive glassy “storefront” with a School logo, or even logos of each of the three units (CACS, CMPS, and INFX)
- S. Oubre has already provided revised blueprints as per the first alternative above, and has agreed to take existing 2nd floor plans and revise to accommodate the second alternative above.
- All members of the task force are in agreement as per these two alternatives, which would be presented to Provost Dr. Henderson in the form of a final report (Milestone IV).
- Meeting was adjourned.
Appendix B. Milestone Reports I, II, and III
University of Louisiana at Lafayette

Task Force to Review Space Usage in Oliver Hall
Milestone I Report
December 17, 2014

Members: Bill Crist, Hsiu-Yueh “Sonya” Hsu, Nona Istre, Robert McKinney, Michael Totaro (Chair),
Steven Oubre, Thomas Sammons

Charge: As per State of Louisiana Guidelines:

1. Identify building resource NEEDS of all units in James R. Oliver Hall (OLVR)
   - Dean’s Office
   - School of Computing and Informatics (CMIX)
   - Center for Advanced Computer Studies
   - Computer Science Program
   - Informatics Program

2. Articulate current building resource USES by all units in OLVR

3. Assess the ALIGNMENT between NEEDS and current USES

Milestone I

Units in James R. Oliver Hall

1. Office of the Dean, Ray P. Authement College of Sciences

Established in 1974, the Ray P. Authement College of Sciences is dedicated to the advancement of scientific knowledge through research and the extension of the scientific heritage through teaching. The College offers 8 B.S. degrees (Biology, Chemistry, Computer Science, Environmental Science, Geology, Informatics, Mathematics, and Physics), 5 M.S. degrees (Biology, Computer Science, Geology, Mathematics, and Physics), and 3 Ph.D. degrees (Biology, Computer Science, and Mathematics). Additionally, the College houses pre-professional programs in medicine, dentistry, veterinary medicine, physical therapy, and pharmacy. The Office of the Dean is the administrative unit of the Ray P. Authement College of Sciences.
### Office of the Dean

<table>
<thead>
<tr>
<th>Office</th>
<th>Duties</th>
<th>Location</th>
<th>Storage / Files 1</th>
<th>Storage / Files 2</th>
<th>Storage / Files 3</th>
<th>Storage / Files 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Azmy Ackleh, Dean</td>
<td>Dean, Sciences</td>
<td>201H</td>
<td>201F, ConfRoom</td>
<td>201K</td>
<td>201, Lobby</td>
<td>201K, Storage</td>
</tr>
<tr>
<td>Michael Totaro, Associate Dean</td>
<td>Associate Dean, Sciences; Acting Director, CMIX</td>
<td>201E</td>
<td>201F, ConfRoom</td>
<td>201K</td>
<td>201, Lobby</td>
<td>201K, Storage</td>
</tr>
<tr>
<td>Lee Price, Assistant Dean</td>
<td>Assistant Dean, Sciences</td>
<td>201D</td>
<td>201F, ConfRoom</td>
<td>201K</td>
<td>201, Lobby</td>
<td>201K, Storage</td>
</tr>
<tr>
<td>Grace Bouillon, Executive Assistant to the Dean</td>
<td>Executive Assistant to Dean Ackleh</td>
<td>201G</td>
<td>201F, ConfRoom</td>
<td>201K</td>
<td>201, Lobby</td>
<td>201K, Storage</td>
</tr>
</tbody>
</table>

### 2. School of Computing and Informatics (CMIX)

The School of Computing and Informatics has a dedicated faculty with teaching and research expertise in all major branches of computer science, computer engineering, and information studies. Students choose from a diverse set of courses being offered every semester and have access to state-of-the-art facilities.

<table>
<thead>
<tr>
<th>CMIX</th>
<th>Duties</th>
<th>Location</th>
<th>Lab 1</th>
<th>Lab 2</th>
<th>Storage / Files 1</th>
<th>Storage / Files 2</th>
<th>Storage / Files 3</th>
<th>Storage / Files 4</th>
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</thead>
<tbody>
<tr>
<td>Lee Stewart, Senior Systems Administrator</td>
<td>Maintain the ITSS functions in Other Hall</td>
<td>302</td>
<td>219 - server room</td>
<td>218 - computer/printer equipment, accessories, supplies</td>
<td>311 - storage room</td>
<td>NA</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>Tin Chang-Yen, Senior Systems Administrator</td>
<td>Maintain the ITSS functions in Other Hall</td>
<td>302</td>
<td>218 - server room</td>
<td>218 - server room</td>
<td>311 - Storage Room</td>
<td>NA</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>Nancy Fuzaka, Administrative Assistant</td>
<td>Managing CACS/CMSIS staff, all purchases/issued requests from CMIX, come from CACS; provide some support to NA, NAC</td>
<td>307</td>
<td>NA</td>
<td>NA</td>
<td>315 - File room</td>
<td>314 - Supply room</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>Shaili Felder, Administrative Assistant</td>
<td>Managing CACS affairs; faculty and student requests needs</td>
<td>208</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
<td></td>
</tr>
<tr>
<td>Erik Herberg, Administrative Assistant</td>
<td>Managing all students' affairs for CMIX and INFIX undergraduate students</td>
<td>722B</td>
<td>NA</td>
<td>NA</td>
<td>222G - storage room</td>
<td>222F - storage room</td>
<td>222C - storage room</td>
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### Other (Below)

<table>
<thead>
<tr>
<th>Location</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>306 - Skype Meeting Room</td>
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</table>
3. **Center for Advanced Computer Studies (CACS)**

The Center for Advanced Computer Studies exists to provide quality, cutting-edge educational experiences to computing majors at the Master's and Ph.D. levels.

CACS aims to provide students with strong conceptual foundations (theoretical and experimental), and also expose them to the forefront of the developments in the field of computing. Recognizing the applicability of computing to all fields of knowledge and practice, the Department will provide a variety of degrees and programs at each of the degree levels, and will cooperate with other units of the University to provide interdisciplinary degree programs.

Mission of CACS mission includes industrial outreach and other methods of sharing its expertise with the University, the Region, and the State, as is appropriate for a department in a State University.

Please see the following page for CACS table.
<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Office Location</th>
<th>Lab 1</th>
<th>Lab 2</th>
<th>Lab 3</th>
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<tr>
<td>Magdy Bayoumi, Lotta Chair Professor</td>
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<td>209, 241</td>
<td>204</td>
<td>208</td>
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<tr>
<td>Christoph Borg, Associate Professor</td>
<td></td>
<td>342</td>
<td>240</td>
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<tr>
<td>Harry Chu, Professor</td>
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<td>304</td>
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<tr>
<td>Subrat Dasgupta, Eminent Scholar Chair Professor</td>
<td></td>
<td>309</td>
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<tr>
<td>William Edwards, Associate Professor</td>
<td>Returned</td>
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<tr>
<td>Wizo Jin, Associate Professor</td>
<td></td>
<td>237</td>
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<tr>
<td>Arun Lakhich, Professor</td>
<td></td>
<td>325, 328</td>
<td>210</td>
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<tr>
<td>Patrick Landry, UCSS</td>
<td>Director, UCSS</td>
<td>306</td>
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<tr>
<td>Rashish Logkumathrai, Associate Professor</td>
<td></td>
<td>303, 317</td>
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<tr>
<td>Tony Mieira, Associate Professor</td>
<td></td>
<td>355</td>
<td>356</td>
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<tr>
<td>Dimitri Peric, Professor</td>
<td></td>
<td>353</td>
<td>341</td>
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<tr>
<td>Dirk Reiners, Assistant Professor</td>
<td>No longer here</td>
<td>345</td>
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<tr>
<td>Vijay Raghavan, Professor</td>
<td></td>
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<tr>
<td>T.R.N. Rao, Professor Emeritus</td>
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<tr>
<td>Nian-fong Tang, Professor</td>
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<td>238</td>
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<tr>
<td>Hongyi Wu, Professor</td>
<td></td>
<td>350</td>
<td>228</td>
<td>358</td>
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<tr>
<td>Danella Zhao, Associate Professor</td>
<td></td>
<td>349, 235</td>
<td>347, 352</td>
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<tr>
<td>Mohsen Amini Salehi, Visiting Assistant Professor</td>
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<td>236</td>
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<tr>
<td>CACS RESEARCH SCIENTISTS (below)</td>
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<tr>
<td>Ryan Berton</td>
<td>Primary IRI</td>
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<tr>
<td>Souvik Ghosh</td>
<td>No longer here</td>
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<tr>
<td>Suresh Godonda</td>
<td></td>
<td>337</td>
<td>329</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**G.A.'s / T.A.'s, etc. (below)**

- 260 Graders (3)
- 360 Graders (2), 359 Grader (1)
- 150 Graders (4), 430-1 Grader (1)
- 261 Graders (2), 341 Grader, 450-1 Graders (2)
- 453 Grader (1), 555 Grader (1)
- 351 Lecturer, 351 Grader (1), 585 Grader (1)
- 561 Grader (1), 430-2 Grader (1)
- 415/515 Grader (1), 598 Grader (1), 450-2 Grader (1)
- INF5 Grader (1), EEC5 Grader (1), 499 Grader (1)
- 310 Grader (1), EEC5 Grader (1), 330490 Grader (1)
- 207/320 Grader (1), 590 Grader (1), 101/210 Grader (1)
- 301 Lecturer (1), 361 Lecturer (1)
- 300 Grader (1), 561 Grader (1), EEC5 Grader (1)
- Graduate Student Advisor

**RA's & Research Labs**

- Offices: 239, 321, 340, 346, 357
- Labs: 310

**Storage / File Room**

- CACS Supply Room: 314
- CACS File Room: 335

**Student Organizations**

- ACM/IEEE: 313
- ACM Security Club: 341
4. **Computer Science Program (Undergraduate)**

The Computer Science Program at the University of Louisiana at Lafayette offers an ABET-accredited baccalaureate degree program in Computer Science. Specifically, the Program offers a B.S. degree in computer science, with concentrations in cognitive science, computer engineering, information technology, scientific computing, and video game design.

<table>
<thead>
<tr>
<th>CMPS UG</th>
<th>Duties</th>
<th>Office Location</th>
<th>Lab 1</th>
<th>Lab 2</th>
<th>Storage / Files</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frank Dumont, Master Instructor</td>
<td>Teaching CMPS 120, 121, 260, 359, 368; system administrator for CMPS; UG student advising</td>
<td>215</td>
<td>105</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Jim Etheredge, Professor and CMPS Coordinator</td>
<td>Teaching CMPS 260, 327, 359, 499; CMPS administrative work; UG student advising</td>
<td>219</td>
<td>106</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Noma Isue, Master Instructor</td>
<td>Teaching CMPS 120, 121, CMPS 150, 6 sections; some CMPS administrative duties; the CA/RA assignments; UG student advising</td>
<td>222D</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Ashok Kumar, Associate Professor and Assistant Professor</td>
<td>Teaching CMPS 430, 453, 455; CMIX administrative duties; UG student advising</td>
<td>214</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Mark Rade, Assistant Professor</td>
<td>Teaching CMPS 261, 341, 420, 450; UG student</td>
<td>225</td>
<td>NA</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>

5. **Informatics Program (Undergraduate)**

The goal of the Informatics program is to educate students to apply information technologies and to design, maintain, and adapt information systems that solve problems with an understanding of human needs and context. Specifically, the Informatics Program offers a B.S. degree in informatics, with concentrations in business informatics, health informatics, media technology, systems administration, web development, and individualized.

<table>
<thead>
<tr>
<th>INFX UG</th>
<th>Duties</th>
<th>Office Location</th>
<th>Lab 1</th>
<th>Storage / Files</th>
</tr>
</thead>
<tbody>
<tr>
<td>Denise Benton, Adjunct Instructor</td>
<td>Teaching INFX 101 and 201</td>
<td>203</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Sonya Hsu, Associate Professor and INFX Coordinator</td>
<td>Teaching INFX 481, 380, 490; administrative duties; UG student advising</td>
<td>206</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Mehmet Engin Tezel, Assistant Professor</td>
<td>Teaching INFX 320, 412, 343 and CMPS 207; UG student advising</td>
<td>348</td>
<td>346</td>
<td>NA</td>
</tr>
<tr>
<td>Brian West, Senior Instructor</td>
<td>Teaching INFX 240, 321, 330, 470; system administrator for INFX; UG student advising</td>
<td>207</td>
<td>202 - VDI Lab, shared with CACS students</td>
<td>NA</td>
</tr>
</tbody>
</table>
University of Louisiana at Lafayette

Task Force to Review Space Usage in Oliver Hall
Milestone II Report
January 30, 2015

Members: Bill Crist, Hsiu-Yueh “Sonya” Hsu, Nona Istre, Robert McKinney, Michael Totaro (Chair), Steven Oubre, Thomas Sammons

Charge: As per State of Louisiana Guidelines:

1. Identify building resource NEEDS of all units in James R. Oliver Hall (OLVR)
   - Dean’s Office
   - School of Computing and Informatics (CMIX)
   - Center for Advanced Computer Studies
   - Computer Science Program
   - Informatics Program

2. Articulate current building resource USES by all units in OLVR

3. Assess the ALIGNMENT between NEEDS and current USES

Milestone II

- Members of the Task Force to Review Space Usage in Oliver Hall met on January 13, 2015
  - The group discussed contents of the Milestone I Report, which was submitted to Robert McKinney on December 17th, 2014. There were a few clarifications made about the report; however, all agreed that contents of the report reflected (to the extent possible) an accurate view of the current usage by OLVR Hall occupants.
  - Discussion ensued regarding an appropriate approach to Milestone II Report, which should describe existing alignment between INTENDED and ACTUAL.
    - The group addressed each room/lab, one by one, and identified several as essentially “unused,” which are as follows:
• OLVR Rooms 210, 217, 220, 226, 227, 229, 233 (Total = 1,175.51 sq. ft.)

• OLVR Rooms 311, 345, 346, 351, 357, 359 (Total = 2,693.78 sq. ft.)

  Thus, total “unused” space is 3,869.29 sq. ft. (1,175.51 sq. ft. + 2,693.78 sq. ft.)

  Please see the two attachments, which are the floor plans for Oliver Hall, 2\textsuperscript{nd} and 3\textsuperscript{rd} floors, that contain notes and square footage of “unused” space indicated (by office)
University of Louisiana at Lafayette

Task Force to Review Space Usage in Oliver Hall
Milestone III Report
February 27, 2015

Members: Barry Ancelet, Bill Crist, Hsiu-Yueh “Sonya” Hsu, Nona Istre, Robert McKinney, Michael Totaro (Chair), Steven Oubre, Thomas Sammons

Charge: As per State of Louisiana Guidelines:

1. Identify building resource NEEDS of all units in James R. Oliver Hall (OLVR)
   - Dean’s Office
   - School of Computing and Informatics (CMIX)
   - Center for Advanced Computer Studies
   - Computer Science Program
   - Informatics Program

2. Articulate current building resource USES by all units in OLVR

3. Assess the ALIGNMENT between NEEDS and current USES

Milestone III

- Members of the Task Force to Review Space Usage in Oliver Hall met on February 18, 2015
  - Discussion ensued regarding an appropriate approach to Milestone III Report, which should address space needs/requirements, as per unit/program plans. Additionally, complete list of space usage was provided in Milestone II Report, with updated information (indicated below).
  - Clarifications since Milestone II Report:
    - OLVR 213 – Not labeled, but serves as an office for Grader
    - OLVR 217 – CMPS currently interviewing to fill tenure-track position, anticipated occupant of this office
- OLVR 220 – FAX and supply room
- OLVR 229 – CMPS Accreditation Room (dedicated)

  o Expected growth: College of Sciences

  - The College of Sciences expects an increase in overall enrollment during the coming years, one result of which is an increase in needs and requirements from Dean’s Office and staff.

  - School of Computing and Informatics (CMIX): Anticipate increases in enrollments and degrees awarded, due mostly to Louisiana Economic Development (LED) successes, namely, attracting new IT companies to Lafayette, such as: CGI, Enquero, and Pericient, to name a few.

  - The following tables show expected CMIX enrollments and degrees awarded for the period 2014 - 2024.

### School of Computing and Informatics: Projected Enrollment in Bachelors and Masters Programs (2014 – 2024)

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<th>Year</th>
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<th>CS (Masters)</th>
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### School of Computing and Informatics: Projected Production of Bachelors and Masters Degrees Awarded (2014 – 2024)

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- Group "toured" several offices and determined that OLVR 313, currently used as CACS file room, could be scaled down (assuming archiving of least-used files)

- As indicated in Milestone II Report, total "unused" space is **3,869.29 sq. ft.** (1,175.51 sq. ft. + 2,693.78 sq. ft.)

- Task force members agreed that we will target, say, 2-3 alternatives in final report (i.e., Milestone IV)

  - One plausible alternative is to modify the "bullpen space" on 3rd floor – at present, very much underutilized – so that it may accommodate the following "new" spaces:
    - Lobby
    - School Director's office
    - CACS Coordinator's office
    - CMPS Coordinator's office
    - INFX Coordinator's office
    - Administrative Assistant's office (3 cubicles)
    - Copy room
    - Student workers

- Please see the two attachments, which reflect possible new layout of the "bullpen space" on the 3rd floor, if this alternative were ultimately recommended and implemented