



April 2012

HSC Communication Update

(Summary of April HSC Team Minutes)

Misc.

Heating Plant Shutdown set for May 12-20, 2012

From UW-L:

The Heating Plant will be shut down for scheduled maintenance and repairs beginning **6 p.m. Saturday, May 12**, until **10 p.m. Sunday, May 20**.

During the shutdown there will be no steam distribution services available to campus buildings. Cage washers, autoclaves and other steam supplied equipment will be affected. Plan accordingly in anticipation of the shutdown. For more information contact the Heating Plant Superintendent Timothy Merrell at 785.8710.

HSC Management Group

HSC Audiovisual, Distance Education and Computer Equipment Infrastructure/Utility Replacement Policy

As usage of classrooms/labs continues to evolve, there has been a gray area between distinguishing equipment the HSC budget would cover vs. specific departments. The IT/AV Team reviewed and updated this policy and the HSCMG approved at their April meeting. The updated policy is attached.

Space Definition, Request and Review Policy

The following language was added to this policy (Procedure A, #2):

If the LMHSC Board approves the recommendation, a timeline for occupation of space needs to be submitted to the HSC Management Group within thirty days from the Board's approval. The HSC Management Group will review and approve the timeline. Any changes to the timeline must be approved by the HSC Management Group. If timeline dates are not met, the HSC Management Group retains the right to revoke the approved proposal.

Painting of Conference Rooms and Classrooms

Before the end of the fiscal year, the following rooms will be painted:

Conference Rooms: 2076, 3076, 4106, 5102

Classrooms: 2064, 2065, 2066, 2067

Room 3010 was painted over spring break.

Academic Team

Student Computer Lab – UW-L Computers

After August 11, all UW-L computers in room 2030 will be removed and not replaced. A printer will remain in the room for students to print from their laptop. This decision was shared at the meeting by UW-L's IT department. These computers are beyond their "life usefulness" and moving forward, computers will be removed as they breakdown vs. being fixed or replaced. UW-L's IT department should be contacted for reserving computer labs on the UW-L campus for exams, etc.

Western's 14 computers will remain.

Based on the above decision, the IT/AV team will be discussing the future use of room 2030 at their May meeting.

Western Trimester

As a pilot for Western to transition into trimester scheduling, they scheduled their spring 2013 classes in rooms 2014, 2015, 2016 and 2017. This was an effort to see if Western would be able to schedule all of their classes in rooms assigned specifically to Western. Western's start/end times will be changing in fall 2013 with classes switching to 60 minute vs. 55 minutes.

IT/AV Team

No meeting in April

"Green" Team

No meeting in April

Safety Team

No meeting in April