



STATE OF CONNECTICUT

BOARD OF TRUSTEES

FOR THE STATE COLLEGES

80 PRATT STREET - HARTFORD, CONNECTICUT 06103

AREA CODE 203 566-3040

MRS. BERNICE C. NIEJADLIK, CHAIRMAN
JOHN F. ROBINSON, VICE-CHAIRMAN
ERNEST A. JOHNSON, SECRETARY

EXECUTIVE SECRETARY
J. EUGENE SMITH

AUTHORIZING RESOLUTION

concerning

Funds for Portable Classroom Leasing at

Eastern Connecticut State College

July 18, 1969

RESOLVED, That, subject to the authority granted in Section 3 of Public Act 592 of the 1969 General Assembly, the Board of Trustees for State Colleges authorizes the President of Eastern Connecticut State College to proceed with the necessary arrangements to utilize a portion of the general fund, capital improvement funds allocated to Eastern Connecticut State College in Special Act 281 of the 1969 General Assembly, to pay for the leasing of one portable classroom unit for a period of two years and two portable office units for a period of three years.

REMARKS: The Board authorized leasing of the portable units, as indicated in the above resolution, at the regular meeting of April 11, 1969. The Commission for Higher Education approved the leasing of the units at their April 9 regular meeting. The pertinent sentence of Section 3 of P.A. 592 states: "The board may lease for periods of not more than five years such physical facilities as may be needed for proper operation of such institutions, subject to the approval of the commission, and may expend capital funds therefor if such leasing is required during the planning and construction phases of institutions within its jurisdiction for which such capital funds were authorized."

bcc: d. hill

FORM PUR STO 200

INTERDEPARTMENT MAIL

DATE

July 23, 1969

TO

Dr. Warren G. Hill, Director

DEPARTMENT

Commission for Higher Education

FROM

Dr. W.F. Croft, Associate Executive Sec'y.

DEPARTMENT

Board of Trustees for State Colleges

SUBJECT

Attached are copies of resolutions adopted by the Board of Trustees for State Colleges at their regular meeting of July 18, 1969.

These resolutions are concerned with 1) purchase of the Previdi property in Danbury; 2) funds for portable classroom leasing at Eastern Connecticut State College; 3) State College Administrative Salary; and 4) the unclassified positions of State College Librarians.

WFC/mtc
Enc:

W.F. Croft

encl.

RECEIVED STATE COLLEGE

Eastern

April 15, 1969

Dr. J. Eugene Smith, Executive Secretary
Board of Trustees for State Colleges
80 Pratt Street
Hartford, Connecticut

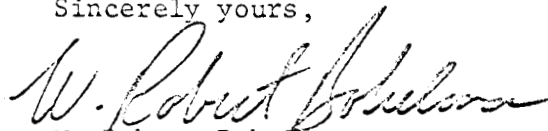
Dear Dr. Smith:

At the April 9, 1969 meeting of the Commission for Higher Education, a quorum being present and voting, the following and enclosed resolutions were adopted:

1. Approval of the Board's recommendation to lease portable classroom and office units for use by Eastern Connecticut State College.
2. Approval of the Board's recommendation to lease a self-liquidating apartment for use by students of Central Connecticut State College.

I hereby certify that these are true copies of these resolutions.

Sincerely yours,



W. Robert Bokelman
Associate Director

WRB:ewg

enc.

cc-Mrs. Bernice Niejadlik

Mr. George Conkling

Mr. Charles Sweeney

Mr. F. A. Schuckman

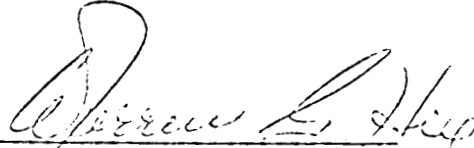
Mr. F. Michael Ahern

#1 above - Dr. Searle Charles

#2 above - Dr. F. Don James

RESOLVED that the Commission for Higher Education, subject to its responsibilities contained in Section 10-109b of the 1967 Supplement to the General Statutes approves, upon the recommendation of the Board of Trustees for State Colleges, the lease of one portable classroom unit for a period of two years and two portable office units for a period of three years with option to renew the leases on each unit for an additional year, for use by Eastern Connecticut State College.

Negotiations for and acquisition of these units require the participation of the Department of Finance and Control and the Public Works Department.


Warren G. Hill, Director
Commission for Higher Education

4/9/69

Description of Additional Classroom and Office Space needs 1969-70 and 1970-71
Eastern Connecticut State College

Portable Units: Lease basis for a minimum of two years for the classroom unit and a minimum of three years for the office units. There should be an option to lease for an additional year for each unit.

Classrooms:

One unit size 25' x 52', furnished with a full center partition, floor to ceiling, dividing the space into two equal rooms approximately 20' by 25'. The partition shall be furnished with a connecting door, size 3' by 7', placed toward one side of the structure, said door to be as sound proof as possible both as to structure and fit. The interior walls shall be constructed similar to exterior walls complete with insulation and 4" rubber base. Each room shall have a minimum of four windows, and one exterior door. The rooms shall be air conditioned. The center partition shall have mounted on it on each side a blackboard no less than 3'6" x 12' with chalk tray. Each room shall have a minimum of three electrical outlets with one each at the front and back of the room.

Office facilities:

Two units, 25' x 52', furnished as a faculty office building. There shall be an entrance door at each end, the doors leading into a four-foot wide corridor extending the length of the unit. The space on each side of the corridor shall be divided into four equal sized offices with their own windows and partitions. The interior partition shall be insulated in a manner to serve as a sound barrier between offices. Each interior wall shall have a 4" rubber base.

Each office will have its own door into the corridor, doors to fit lightly and designed to minimize sound from the corridor into the room and vice versa. Each office shall have a phone jack, two electrical outlets. The offices shall be air conditioned.

A master key and room key system shall provide for individual locks for each office space. Lighting shall be florescent type with a minimum of one fixture per office, and two in the corridor.

* * * * *

Other specifications and the type of contract drawn can be similar to that of Southern Connecticut State College and the State with the General Rental Leasing Company. The college would like to review the specifications and see models if possible, before a bid is accepted.

Based on estimate on a 24'x52' unit by Transport Engineering Corporation:
Office building unit - rent for each year for first three years, \$6,271.32, \$5,957.64 for fourth year. Includes men and women's bath rooms and air conditioning. Partitions not included in estimate. Two units required.
Classroom unit - \$6,150.00 rent per year for first two years, \$5,603.28 for third year.

JAC Harles
3/29/69

REPORT ON ACADEMIC FACILITIES
AT EASTERN CONNECTICUT
STATE COLLEGE, FALL 1968

Central Office

Board of Trustees of Connecticut State Colleges

January 1969

SUMMARY OF
REPORT ON ACADEMIC FACILITIES
AT EASTERN CONNECTICUT
STATE COLLEGE, FALL 1968

An investigation of enrollments, classroom utilization, and office facilities at Eastern Connecticut State College discloses that the college faces a serious facility crises over the next three years irrespective of the current building program approved by the Board. Only a prompt response to the needs of Eastern can avert this crises. This report details the problem and makes a series of recommendations to solve it.

REPORT ON ACADEMIC FACILITIES
AT EASTERN CONNECTICUT
STATE COLLEGE, FALL 1968

It became clear to the administrators and faculty at Eastern Connecticut State College over the last six months that current projects and supplementary projects approved by the Board of Trustees would be inadequate to cope with the needs of the college over the next three years. Projects were being delayed and area originally planned as classroom space was being cut from authorized projects.

The college urgently requested the Central Office to document conditions at the college and to aid in formulating the facility requirements to cope with the college's emerging needs.

To verify classroom space requirements at Eastern, the Central Office of the State Colleges undertook an independent investigation of space utilization at the college for Fall of 1968.

Space Utilization Fall 1968

The college has presently 30 classrooms excluding the gymnasium space. Not all of this classroom space can be considered acceptable except during periods of duress. For example, the college is making use of an ill lighted auditorium in the administration building for classes that occupy a fraction

of its space and, in addition, utilizes marginal space best characterized as alcoves. The college looks to the completion of a new classroom building to restore acceptable standards of classroom space.

General Classrooms - As measured in Fall 1968 Eastern used its sixteen general classrooms at a rate of 30.3 hours per week, or a rate of 69% based on a 44 hour week. In terms of normative data for colleges of the size of Eastern, Eastern ranks above the 90 percentile. That is, Eastern utilizes its facilities more intensively than 90% of the 53 institutions studied on a national basis. Even though recent techniques have considerably improved utilization standards nationally, it is clear that Eastern is well above national median norms with the consequent rigidities and difficulties that such intensive utilization imposes.

Special Classrooms - The fourteen special classrooms used during this period are programmed for an average of 17 hours per week per classroom or at the rate of 38% based on a 44 hour week. Measured against national utilization norms, this puts Eastern above the 70th percentile. This figure might even appear higher if this study were carried out in greater detail to measure the very intensive utilization of the physical education facility.

In actual fact, it is only in the science laboratories that comparatively low utilization rates are scored. The college is prepared to use some of these science laboratories as general classrooms if necessary in the near future. However, rising enrollments are sure to correct this situation and disclose the serious classroom laboratory shortages in such areas as art, physical education, and music.

Need for Additional Classrooms

By September 1971 Eastern Connecticut State College is expected to have a total enrollment of 1,805 full-time undergraduate and graduate students. Calculating the colleges needs for facilities at that time on a theoretical basis indicates that a total of at least 41 classrooms of all types will be needed.*

There are already 30 classroom spaces available (including a few classrooms which are considered marginal spaces). One of these will be lost through its conversion into the president's office. We can expect that one additional classroom space will be made available at the new library in the future and that three additional classrooms can be made available from vacated space in the old library. This would leave a shortage of eight classroom spaces at that time.

*
$$\frac{1805 \text{ students} \times 17.5 \text{ contact hours}}{25 \text{ stu. avg.} \times 44 \text{ hrs. operation} \times .7 \text{ efficiency class size}} = 41 \text{ classrooms}$$

Prospects for Acquiring Additional Classroom Facilities

Underway is the planning or construction of the following facilities:

<u>Building</u>	<u>Completion Date</u>
Library	January, 1970
Physical Education	April, 1971
Classroom Communications Building	November, 1971

Of these classrooms, only the library building will give relief within the immediate future.

As was noted earlier, the new library building will vacate the space now used for a library in the present administration building so that it can serve a new book store, three additional classrooms, and the student placement office, and, in addition, it will add another classroom for a total of four classrooms, leaving a shortage of eight classrooms.

Some of the classroom shortages can be eliminated through providing four additional classroom spaces through construction of a new addition to the new library building. This space was originally part of the design of the library which was deleted. It is believed that this space can be restored with relative ease and would be optimally located on the north campus.*

The completion of the physical education facility, which will provide the equivalent of three to four classrooms by the September 1971 semester, will enable gymnasium activities now being carried out at the local YMCA to be carried out at the college.

*Architects informed the college that such an addition is now impractical due to redesign. (March 1969).

The projected renovations and new construction would bring the total classroom space of the college to 41 and could probably take care of classroom needs to September 1972. It does not mean that the college would have the kinds of space it needs or where it needs it. However, on a theoretical basis the college could carry out its program.

It would, however, be wise for the college to formulate plans to renovate the present gymnasium space in the administration building that will be made available around April 1971 with the completion of the physical education building. Doing so could provide from four to eight classroom spaces depending on the type of classrooms required. This would insure a comfortable margin of facilities should the construction of the new classroom building be delayed--as can most certainly be expected through past experience. This space could also relieve classroom space now being used at the Noble School and allow needed expansion at this laboratory school which has already been experiencing growing pains.

Full relief for office and classroom needs can only be expected through the completion of the projected classroom building which will not be ready for program use until January 1972. Experience indicates that this building could be delayed even beyond this time. Plans of the college should realistically face this eventuality.

Need for Faculty Offices

Office space is an important factor in enabling the faculty to fulfill their roles as teachers, advisors, and scholars. There is no other facility at the college that affects the morale and dignity of faculty in the way that office space does. Because of its importance, the college has in the past sought by every means to make such space available.

There are a total of 95 faculty members at the college. Only 78 of these require offices at the college. Presently, all 78 of these faculty have some office space. This is provided in an assortment of ways, from private to shared facilities,

The college has thus far been resourceful in making use of every available alcove and partitioning system to create needed offices. However, this process has already been carried through to its furthest limit. An examination of all facilities at the college indicated that there could be no additional office space made available to new faculty without the creation of new building space.

Over the next three years, new faculty will be added to the college at the rate of approximately twenty-five per year. It is already clear that these faculty members cannot be accommodated at the college.

The only practical solution that presents itself to this problem for the next year is to acquire temporary office facilities through the lease or purchase of mobile units. Each mobile unit contains eight offices. A total of three such units could solve the college's immediate problems.

For the following two years it is believed that the purchase of land and homes as part of the college's land acquisition program could provide the new space needed for offices until the regular building program of the college could catch up with the need. It is expected that the mobile units would have to be used throughout this period and beyond for a total of five or six years.

Recommendations

To meet academic facility needs to 1972 Eastern Connecticut State College requires additional classroom and office space before such space is made available through the regular building program of the state. Specifically, the college needs the following within the next year:

1. Temporary office facilities - to be provided through the leasing or purchasing of three mobile office units, each containing eight offices, for a total of 24 offices.

2. Land and homes in the area should be purchased to provide the necessary office space over the following two years.

3. A four classroom addition to the library building--a section eliminated from the original library plans--should be begun as soon as possible. If this is not done mobile classroom units would be required.*

4. Plans should be prepared to renovate the vacated gymnasium space to accommodate additional classrooms.

*Architects informed the college that such an addition is now impractical due to redesign. (March 1969).