

Space Committee Requests - Open Forum Minutes

Where: MEB 202, Access Grid Room

When: Friday, March 8th, 2013 Time: 8:00 - 9:00am

Attended: Nancy Foster, Eric Holmes, Richard Kasuya, Henry Glaispie, Kathleen Kihmm Connolly, Edward Ohlson, Alike Maunakea, Anette Jones, Chun-Eun Ha, Keawe Kaholokula, Winona Lee, Steve Ward, William Boisvert, Rich Allsopp

A. Introduction

- a. Space Policy and Procedures - Overview
 - i. Website has policies and procedures online.
<http://manoa.hawaii.edu/jabsom/admin/>
 - ii. Space application is also online.
<http://manoa.hawaii.edu/jabsom/admin/space/request.html>
- b. Dean approved space changes at JABSOM
 - i. Goldbond and MEB
 1. A few programs have been asked to relocate, these moves do not go through the space committee since they are Dean requested.
 2. Dean will review all space requests and make the final decisions. Comments and recommendations from the space committee are considered in the decision.

B. Space requests for review/comment

- a. Alike Maunakea – Requests two bays in BSB, this includes space for research and teaching.
- b. Chung-Eun Ha – In collaboration with Mauankea and the Dept of Native Hawaiian Health, two bays were requested for research and teaching.
- c. Alexander Stokes - not present, request was for two bays, one office and shared lab space
- d. Marla Berry - not present, requested shared lab space and one large cubicle.
- e. Ralph Shohet –not present, requested additional lab space, possibility of relocated other researchers to free up needed space was suggested.
- f. John Chen - request was deferred

C. Questions & Comments

- a. Freezer room space was brought up as an issue in BSB, more room is needed by Trop Med, options for alternative freezer space is needed.
- b. Other space concerns were brought up regarding infrequently used equipment that takes up usable space.
- c. The need for office space to accommodate funded investigators was emphasized.

D. Next Open Forum – June 14, 2013