



Polytechnic Investment Case Task Force Physical and Technological Infrastructure

Meeting Minutes 4/10/2026

Attendees:

Sal Cintorino, Lisa Bucher, Sean McNickle, Steven VanVoorhis, Tina Rivera, David Sianez, Thomas Burkholder, Xudong Jia, Robbin Smith, Amanda Tellier, and Shelby Summers.

The committee discussed the importance of identifying what we currently have in terms of physical and technological infrastructure, keeping in mind the potential for 25% growth that may come with becoming a Polytechnic University. Once additional information is obtained from the Provost and the Academic Programs Task Force, we will have a better idea of what types of spaces would be needed to support the programs.

It is also imperative to keep in mind that typically approximately 10% of the project budget for a building is allocated for equipment. Since a significant focus has been placed on lab spaces, this is vital to keep in mind, since the equipment for labs could require greater funding to ensure the labs have everything required to function as intended. Keeping this in mind will allow the committee to present information accurately to ensure that we would have what we need to support all of the program needs as well as potential growth.

Now that the data has been collected, the committee has started creating a spreadsheet for each committee member to input the data they have collected. A second spreadsheet provided shows the equipment inventory which can also be used to help identify how each space might typically be utilized. Categories were agreed upon by the committee that will help organize the spaces based on room capacity, equipment available in the room, and how the spaces are currently being utilized. The spreadsheet will also allow the group to note both the School and Department(s) that typically use each space. Once all of the data has been entered, Sean and Tina will be able to use the data to create a pivot table to help quantify the data.

It was agreed that for next week, each committee member will update the spreadsheet with the data they collected on their assigned buildings. Once that data has been entered, the following week will be used for others to fill in some of the blanks and for Amanda to look over all of the data to make sure that the teaching spaces have been identified correctly using the information provided in AdAstra.

As the next few weeks progress, if a few additional days are needed to help complete the tasks outlined, the next meeting may be moved from Wednesday to Friday if the team finds it beneficial. Once the data has all been entered, the committee will have a clear picture of the spaces and equipment currently existing. Once more information is then gathered on the programs that would need to be supported, the group will be able to more easily identify where additional spaces, or changes to current spaces, may be needed.