Attendees:
UC Merced: Allison Costa, Maggie Saunders, Nancy Burke, Christine Howe,
Sidra Goldman Mellor, Alec Chan-Golston
SCB/GLP Team: Matt Pietras, Bryan Irwin, Matthew Gadie, Martin Gicklhorn

Meeting Notes:
1. **Programming Information received prior to BO Mtg. #1:**

    A. 12 Labs @ 500 SF each

    B. "Secured Data Space and 5 workstations" vs "An open workspace with room for at least 6
        students and a minimum of 6 computers. I would imagine a combination of macs/pcs and
        various workstations with table in the center for lab meetings. A large whiteboard on the wall
        would be very helpful. If there was a space for restricted access (again for sensitive data) that
        would be helpful."

    C. Labs must be separate (cannot be combined) due to potential private data.

    D. Nominal space dimensions: See attached Program Plan

2. **Basic Overall Lab Use and Layout:**

    A. Generally, describe how lab is used and what takes place in the lab. Response: Lab is used as a
        workspace with an integrated meeting space

    B. Lab Customization: Should all 12 computational labs be designed similarly (but perhaps with
        easily reconfigurable furnishings)? Response: All 12 labs should be similar and lab furniture
        should be easily reconfigurable. The small Phone Booth Room is the only built-in feature which
        some PIs may not want.

    C. Room Finishes:
        1. Ceiling: Acoustical
        2. Walls: Painted Gypsum Board (Room Acoustical Isolation: The lab will not have any test
            subjects so no special acoustical walls between research labs is required)
        3. Floor: Carpet tile

3. **Lab Requirements:**

    A. Functional Areas:

        1. Meeting Table with whiteboard on wall:
            a. Width of large whiteboard? Response: With prep for Flat Display on wall, the
                whiteboard is to be planned to be mobile (part of furniture).

            b. Is flat display wanted/needed? Response: Provide infrastructure only for a lab provided
                flat display.

    c. # of chairs at the table? <u>Response:</u> Provide only 4 chairs at the table as chairs can be taken from workstations for larger meetings

    d. Is interior glazing allowed in this area of the room? OK If frosted/obscured? <u>Response:</u> Because some data contains private information, no clear glass between circulation and room should be provided.

    e. Table to be wired telecom and electrical? A/V (HDMI) wired connection to flat panel on wall? <u>Response:</u> Yes. (elec, telecom, AV in box under the meeting table and also behind the flat display)

2. <u>Workstations:</u>
    a. <u>Size of workstation?</u> <u>Response:</u> Standard 30"x 60" table/desks will be provided for the workstations.

    b. <u>Reconfigurability:</u> Is simple reconfigurability desired in furnishings? <u>Response:</u> Yes

    c. <u>Ergonomics:</u> Fixed height tables with ergonomic adjustable height chairs will be provided for these labs.

    d. <u>Partitions:</u> Are partial height cubicle type partitions wanted for acoustics and line-of-sight privacy? <u>Response:</u> No

    e. <u>Computer Type:</u> Computer size at workstations (standard CPU style computers)?

    f. <u># and Size of Computer Screens:</u> Three screen setups for most workstations?

    g. <u>Zooming:</u> Lots of individual Zooming? <u>Response:</u> Yes, lots of Zooming. A built-in phone booth is to be provided in each lab in response to this.

    h. <u>Workstation Storage:</u>
        1. Mobile Lockable Pedestal? <u>Response:</u> This is a furniture planning issue and will be handled as part of the furniture planning.

        2. Wall shelves or upper cabinets for each workstation? Lockable? Response: No walls shelves are to be provided. If upper shelves are wanted, it would be part of the furniture solution (a hutch on the desks). This is a furniture planning issue and will be handled as part of the furniture planning.

    i. <u>Telecom/Elec Services to Workstations:</u>
        a. Wired Telecom to each workstation? <u>Response:</u> Yes. High Speed? <u>Response:</u> As fast as reasonably possible. Telecom speed to be determined.

        b. Is one duplex electrical receptacle for each workstation adequate. Any high electrical draw or standard office workstation power requirements for # of

workstations per circuit? Response: Provide one four-plex electrical and one telecom for each workstation.

3. Secured Data Room:
   a. Because the building will have a shared-use HIPPA Compliant Data Room, the PH computer labs will make use of that and a Secured Data Room will not be required in any of the PH Computational Labs.

4. Printer/Copier (in "Book Nook"): Is a Printer/Copier Area/Station Required in the lab? If so, where would it be best located? Size of printer/copier? Response: Provide a printer/copier in a small "Book Nook" with some bookshelves and a comfortable chair.

B. Lab Security:
   1. Card Reader at lab door? Response: A card reader is preferred but providing card readers will be a budget driven decision

   2. Any other security features? Response: No

C. Lab Users:
   1. Will each lab be assigned to a PI? Response: Yes

D. Adjacencies:
   1. To PI Office? Response: PI offices up to 1 floor apart from the Labs would be acceptable

   2. To other PH Labs? Response: The PH Computational Labs and the PH Social Sciences Labs should be near each other.   (PH has requested that the entire Dept. be grouped together to help build a sense of community.)

   3. To PH Reception / Waiting Area? Response: Proximity to the PH Reception/Waiting Area is not very important.

   4. To Bldg. Lobby? Response: Proximity to the Lobby is not important.

   5. To Other spaces not listed above? Response: Close proximity to spaces other than those listed above is not required.

End of Meeting Notes