Several space migration projects have been completed over the past year which will provide multiple opportunities to bring departmental units together. Some might be wondering when the relocations will happen and who is moving where. You can find these answers and more on the Space Migration website. Detailed floor plans have been provided online to show what areas are affected by the space migration project. The goal of this process is to assist the university in reaching its long range goals and advancing the K-State 2025 Plans. See below for the relocation Schedule Overview.

### SM 2015

<table>
<thead>
<tr>
<th>Building</th>
<th>Department</th>
<th>Est. Date To Vacate</th>
<th>Department</th>
<th>Est. Date To Move-In</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calvin</td>
<td>Business</td>
<td>August 2016</td>
<td>Arts &amp; Sciences</td>
<td>December 2016</td>
</tr>
<tr>
<td>Old Foundation Tower</td>
<td>Foundation</td>
<td>Jan 1, 2016</td>
<td>Financial Services</td>
<td>August 2016</td>
</tr>
<tr>
<td>Old Foundation Tower</td>
<td>Foundation</td>
<td>Jan 1, 2016</td>
<td>Engineering Ext</td>
<td>Summer 2016</td>
</tr>
<tr>
<td>Holtz</td>
<td>Career &amp; Employment Services</td>
<td>May 17, 2016</td>
<td>Tutoring</td>
<td>Summer 2016</td>
</tr>
<tr>
<td>Nichols</td>
<td>CIS</td>
<td>March 2016</td>
<td>Arts &amp; Sciences</td>
<td>Summer 2016</td>
</tr>
</tbody>
</table>
### SM 2016

<table>
<thead>
<tr>
<th>Building</th>
<th>Department</th>
<th>Est. Date To Vacate</th>
<th>Department</th>
<th>Est. Date To Move-In</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anderson</td>
<td>Financial Services</td>
<td>August 2016</td>
<td>Registrar, Teaching &amp; Learning Center, Financial Services, Center for Research &amp; Innovation</td>
<td>TBD</td>
</tr>
<tr>
<td>Eisenhower</td>
<td>Arts &amp; Science</td>
<td>Spring 2017</td>
<td>Arts &amp; Sciences/Graduate School</td>
<td>Summer 2017</td>
</tr>
<tr>
<td>Leasure</td>
<td>Arts &amp; Science</td>
<td>Fall 2016</td>
<td>Arts &amp; Sciences</td>
<td>Summer 2017</td>
</tr>
<tr>
<td>Old Foundation Tower</td>
<td>-</td>
<td>Jan 1, 2016</td>
<td>IT Services</td>
<td>June 2016</td>
</tr>
<tr>
<td>Waters</td>
<td>Political Science</td>
<td>Fall 2016</td>
<td>College of Ag</td>
<td>Summer 2017</td>
</tr>
<tr>
<td>Lafene/Mercy</td>
<td>Via Christi</td>
<td>Summer 2017</td>
<td>Lafene, Human Nutrition, Athletic training, Telecom</td>
<td>Summer 2017</td>
</tr>
<tr>
<td>Gym</td>
<td>CECD</td>
<td>Summer 2016</td>
<td>Kinesiology</td>
<td>Fall 2016</td>
</tr>
<tr>
<td>Kedzie</td>
<td>Arts &amp; Science</td>
<td>Fall 2016</td>
<td>Journalism</td>
<td>Fall 2016</td>
</tr>
</tbody>
</table>

### Moving Guidelines:

With all of the movement happening on campus it can be easy to forget the details. In order to simplify the moving process we have provided some moving guidelines and a checklist to assist departments with their relocations. This information can be found online at:

[http://www.k-state.edu/facilities/projects/space/migration/relocation/](http://www.k-state.edu/facilities/projects/space/migration/relocation/)
Upcoming Projects:

Space Migration 2017
coming this fall…

Details to be announced in
K-State today so stay tuned!

Space Survey

Departmental Space Surveys
Due August 5, 2016
For more Information,
visit the Space Survey website
http://www.k-state.edu/
facilities/projects/space/survey/

Happy Retirement!

We want to extend our deepest congratulations to Larry McGee on his retirement from Facilities as our Director of Administration and Finance. A reception was held in Larry’s honor on Friday, May 27th and several friends and co-workers stopped by to offer their support and appreciation.

Larry retired as the first civilian director of the Directorate of Public Works at Fort Riley in June 2011 after a 30+ year career with the government. He accepted the position within K-States Facilities in Spring 2012. He was known for being extremely knowledgeable, a gifted people-person, and just a tad ornery. We will miss Larry immensely but wish him and his wife, Beverly, all the best as they enter this next chapter in their lives!

(Larry and his wife, Beverly, open his retirement gift)
ON THE MOVE!

Congratulations to Cindy McNulty on her promotion to Human Resource Professional I. Cindy’s new responsibilities include processing new employees and supervising our payroll department. Congrats Cindy!

WELCOME TO OUR TEAM!

Jayme Cockrell was hired as a Custodial Specialist. She is working for Mary Grubbs.

Arthur S. Anderson was hired as a Custodial Specialist. He is working for Rod Hodges.

Shanna Nelson was hired as a Custodial Specialist. She is working for Rod Hodges.
The Department of Space Management provides comprehensive facilities space planning, space allocation, and facility data information for K-State. The purpose of space management is to ensure university resources are planned, maintained, and managed in a way that contributes to the university’s missions of research, collaborative learning, and effective space utilization. Space Management is a resource for many types of building data, including drawings, floor plans, room capacity data, and space utilization information. Our mission is to maintain accurate space data and make the data available to the university community as a resource for making decisions that positively impact Kansas State University. Our Department of Space Management is currently staffed by:

Heather Mills, Assistant Director Space Management (see this month’s feature article)
Victoria L’Ecuyer, Administrative Specialist
Patrick Hodgson, Engineering Technician.

- **What is a Space Survey?** The annual Space Survey is administered by the Office of Space Management for the purpose of updating and maintaining the University’s Space Database. Each College or department will be asked to review their current space inventory to verify room functions, floor plan accuracy, and department space allocations. It is the responsibility of each Dean, Department head, or Administrative unit leader to ensure all their units provide the requested information.

- **What is the difference between a Space Request and a Room Request?**
  A Space Request involves requesting a change to University space allocation. It is submitted when a current department or college determines that additional space to their current allotment is required.
  A Room Request is needed for reserving an available campus room or facility such as a general use classroom or All Faiths Chapel. More information about Room Requests can be found on the Division of Facilities website: [http://www.k-state.edu/facilities/request/forms/room.html](http://www.k-state.edu/facilities/request/forms/room.html)
June 1st - Mark George, Julie Porter, and Heather Mills

June 3rd - Christian Grey

June 4th - Lyndle Slattery and Antonio Ortiz

June 5th - Tracie Bobian and George LeRoux

June 6th - Gary Morgan

June 12th - Loleta Sump, Brian Prockish, and Kevin Allenbaugh

June 14th - William Zoeller

June 15th - Gerardo Negron

June 17th - Calvette Williams and Shelly Hauck

June 18th - Vergie Bowen and Troy Bronaugh

June 22nd - Patrick Standlee

June 23rd - Josh Nanninga

June 24th - Adam Shriner

June 26th - Kirk Norris

June 27th - Rickie Snyder

June 29th - Emmy Chamberlin

June 30th - Anthony Whetstone