

**November 17-18, 2011**

**ITEM 153-2002-R1111****Authorization to Renovate Wilson Hall Writing Center – MSU (Bozeman Campus)**

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**THAT**

Consistent with provisions of Board of Regents Policy 1003.7, the Board of Regents authorizes Montana State University to renovate space for the student Writing Center. This authorization is for \$300,000.

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**EXPLANATION**

1. The existing Writing Center located in Wilson Hall serves the general campus student population. The Center provides tutoring and writing support services in support of student success. The existing space is outdated, small and no longer adequately accommodates contemporary student needs. Upgrade and expansion of the facility is needed to support increased student demand and enhance services.
  2. The project will be funded from the Student Academic Building Repair & Renovation (R&R) Fund. The Academic Building R&R fund is an existing student fee designated for improvements to state funded facilities that support instructional and research uses.
  3. Regents Policy 940.9.3 requires student endorsement for all projects in excess of \$200,000 to be funded with student building fees. The Associated Students of MSU passed Resolution 2011-R-16 in support of using Academic building R&R Funds for the Writing Center project. **(Attachment #2)**
  4. This project will relocate the existing Writing Center into a larger improved space as well as enhance the Center with windows for natural light, new architectural finishes, lighting upgrades, and entrance modifications.
  5. MSU assures that no new or additional state funds will be requested for operations and maintenance of this existing facility as a result of this project.
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**Attachments:** Attachment #1 - Board of Regents Policy: Physical Plant B Section 1003.7

Attachment #2 – ASMSU Resolution 2011-R-16 Wilson Hall Writing Center Project

**Attachment #1 - Board of Regents Policy: Physical Plant B Section 1003.7**

This authority request is for an amount greater than \$150,000, which requires that following additional information:

**(a) Project Description:**

This project will upgrade and expand the existing Writing Center located in Wilson Hall and provide new finishes and lighting. The project will also enhance the visibility of the Center through relocation to a prominent area within the building and provide natural lighting.

**(b) Cost Estimate and Funding Sources:**

Estimated Cost: the project will not exceed \$300,000.

Construction:	\$170,000
Consultant Fees:	\$ 27,000
Owner's Expenses:	\$ 66,000
<u>Contingency:</u>	<u>\$ 37,000</u>
Total	\$300,000

Funding Source: This project will be financed through the Student Academic Building Repair & Renovation fund. **(Attachment #2)**

**(c) Program Served, Enrollment Data, Projected Enrollment:**

The Writing Center is open to serve the general campus student enrollment of over 13,000 MSU students.

**(d) Space Utilization Data:**

This project renovates existing space within the facility and will not appreciably change the utilization of the existing spaces.

**(e) Projected Use for Available Residual Space**

(Not applicable to this project)

**(f) Projected O&M Costs and Proposed Funding Sources:**

Historic O&M costs are not expected to be significantly impacted by this renovation project, since facilities will not be expanded.