November 4, 2011

MEMORANDUM

TO: Dr. R. Bowen Loftin  
President

SUBJECT: Recommendation from the Council of Built Environment: Vacant Space Proposal—Academic Building Room 107

At its September 19, 2011 meeting, the Council of Built Environment discussed the assignment of future vacated space in Room 107 Academic Building. Dr. Jose Bermudez submitted a request on August 24, 2011, for this space to be assigned to the College of Liberal Arts to be used for advising offices of the new Department of International Studies. The deadline for submitting requests for space in the Academic Building was September 1, 2011. Since the vacated space is less than 3,000 square feet, this space is eligible to be assigned by the Vice President. Therefore, Dr. Watson assigned to the one and only requestor—Dr. Jose Bermudez.

CBE members voted unanimously to make a recommendation to the President to award the vacated space in Room 107 Academic Building to the College of Liberal Arts.

Karan L. Watson  
Provost and Executive Vice President for Academic Affairs  
Co-Chair, Council of Built Environment

Rodney P. McClendon  
Vice President for Administration  
Co-Chair, Council of Built Environment

R. Bowen Loftin  
President

cc: Members, Council of Built Environment