

## **A. Office Environment**

1. There is a sensor in each office that will monitor and control temperatures and cannot be adjusted by us. The overall system will take averages of areas that consist of three offices. As long as the temperature is within tolerances ( $\pm 2$  degrees of the building set point), it will not alter the amount of heating/cooling.
1. We visited the space on a very hot afternoon (at 3:30-4:30 pm), and the temperature seemed fine everywhere we went. The offices had lots of natural light at that time of day.
2. Faculty offices come as furnished in the pictures. The faculty chair and guest chair were not in the offices when we toured them. We have retrieved a good number of folding chairs from MTL, and faculty can take one with them to ENR2 if they wish.
3. Each faculty office will be provided a desk lamp and a power strip. There is a coat hook on the back of the faculty office doors.
4. There will be a VOIP phone in each faculty office. The computer will connect to the ethernet through the phone. Faculty who are moving from a single office in Math/Math East to ENR2 will have the same phone number as before. Those faculty who were in shared spaces in MTL/Math will have a new phone number.
5. There is a light switch in each faculty office, and there are two overhead light settings. Lights must be turned on by the user, but they will turn off automatically after 15 minutes of vacancy.
6. Grad pods consist of 4 spaces, each with a chair, a desk, a bookshelf, and two (independently) locking cabinets. There is a two-plug jack on the desk. Each pod has a round table with two visitor chairs. Each pod also has a rolling marker board (30 in wide).
7. There are marker boards attached to some outside walls of the grad pods.
8. The hallway lights (and hence the grad pod lights) are controlled automatically. Lights are turned on by sensors when you enter the area, and turned off after 15 minutes of vacancy.
9. The kitchen is equipped with a microwave and a refrigerator/freezer. There is plenty of room for (unlocked) storage there. We can put a few kitchen supplies in there, as well as a small supply of markers and a few other basic office supplies. The majority of supplies will continue to be stored in Math 108.

10. All mail will continue to be delivered to the Math Building. There is no mail room in ENR2, so all mail, copies, etc. will continue to be distributed in the mailboxes in Math 108. We encourage everyone to submit copy requests online in the usual way.
11. At this point, we understand that the ENR2 building hours will be 7 am - 7 pm. You will need to use your CatCard for keyless entry to the building and to the floors outside of those hours. We will provide more details about the keyless entry when we get it.
12. The ENR2 third floor south wing is all Math Department space, and will be our primary floor. The floor has a conference room (reservable), a seminar room (also reservable), the kitchen, and a non-reservable meeting space on the east end of the floor.

## **B. Math Department Space Arrangements**

13. Math also occupies space on part of the second floor and part of the fourth floor. On each of these wings, we have several offices and grad pods, and one non-reservable meeting space. Although there are kitchens on each of these floors, they do not belong to Math. All Math Department ENR2 occupants should use the kitchen in the third floor south wing.
14. To request any of the reservable meeting spaces in ENR2, you should send an email to [rooms@math.arizona.edu](mailto:rooms@math.arizona.edu). We may request to use space controlled by other departments, but all requests still need to be submitted to the rooms email..
15. As part of the rearrangement of people/rooms, we will now have more meeting spaces in the Math tower. As of now, we anticipate the following. Please understand that not all of these spaces will be ready at the beginning of the semester.
  - Room 320 will become a conference room
  - Room 303 will become a non-reservable flexible meeting space
  - Room 414 will become a commons/conference room for the Applied Math GIDP
  - Room 514 will become a small seminar/classroom. Room capacity will be established at 12 people. (This room ultimately replaces Math East 246.)
  - Room 513 will become a commons room for the STAT GIDP
  - Room 614 will become a non-reservable flexible meeting space
16. MTL is being remodeled this summer, since funding was secured at the beginning of June. The plans for the renovation include:

- Room 120 will become the Math Ed classroom. It will be furnished with 28 chairs and 14 rectangular tables on casters. There will be a computer and a smartboard.
  - Room 124 will become a second classroom, to be used for any “overflow” Math Ed classes and other graduate-level courses. It will be furnished with 28 chairs and 14 rectangular tables on casters. There will be a computer and a smartboard.
  - Room 121 will become the tutoring room for Math 129-313. It will have trapezoid tables and chairs from Math East.
  - Room 123 will become “office hours” space. Groups/classes will need to reserve this space for the semester. Priority for reservation will be large or multi-section courses that don’t otherwise have a space for tutoring.
  - The Math Ed library will be relocated to MTL 136A/B. These spaces are no longer reservable for meetings/office hours.
17. We are expected to vacate Math East after the MTL renovations are complete, which is anticipated to be mid-September at the latest.
18. ENR2 was built to meet Platinum LEED certification standards. It is a highly energy-efficient building. For that reason, there are several standards that we should adopt. These include:
- Occupants are expected to not cover windows in offices, as the natural light is part of the design of the building.
  - Small refrigerators and fans should not be run in the offices.
  - All recyclable items should be recycled.
  - Printers will not be set up in common areas.

### **C. Special Features of ENR2**

19. ENR2 has several nice features of which you should be aware:
- There is a cafe on the first floor, southeast corner. At this point, we have not been given an opening date for the cafe.
  - There is a large classroom (seats almost 600) on the first floor. This classroom will replace Centennial Hall as a centrally-scheduled classroom.

- There are two showers on each floor. At this point, they are unisex rooms, that lock from the inside.
- The building uses downspouts for draining landscape water runoff and rain. You will regularly see dripping from a downspout to a catchment below it. When it rains, some of these will see very heavy flow. The water will be harvested in a 50,000 gallon underground tank. That water will be treated and reused to water landscaping.
- There are a good number of bike racks outside the building, near that southwest corner. These racks will be accessible by going through the canyon and out the west side of the building. It is expected that very few students will know or use these racks, since they are not accessible (or visible) from the north side of the building. The loading dock entrance on the north side will be locked throughout the day.

21. All ENR2 building occupants are being asked to try using the building as it is for a month after Fall semester starts. At that time, the departments occupying the building will conduct a survey of building occupants to find out what is working well and what is not. Department representatives will review the survey results to determine what aspects of life in ENR2 need to be addressed globally throughout the building. In this way, we hope to sidestep quick fixes that may interfere with the overall aesthetic or efficiency of the building.

#### **D. Security & Keyless Entry**

22. The after-hours entrance of ENR2 will be on the north side of the building off of Lowell. Entry will require CatCard swipe and pin.

23. Entry doors cannot be propped open as it will trigger alarms (including silent alarms) after one minute.

24. We will have perimeter access and are currently determining access hours for the individual floors.

25. Individual offices, the Commons Room and Seminar space will require a key for entry.