

Minutes
Birck Nanotechnology Center
“TOWN HALL” MEETING
October 19, 2006

Agenda

- Update on building systems, equipment installation, and landscaping progress (John Weaver)
- Review of concerns expressed during previous Town Hall meetings (John Weaver)
- Birck Leadership Report. (Jim Cooper)
- Lab Policy and Procedure Committee Update
- NSAC Activities
- Birck “community” announcements. (Deborah Starewich)
- Questions, comments, open discussion (Everyone!)

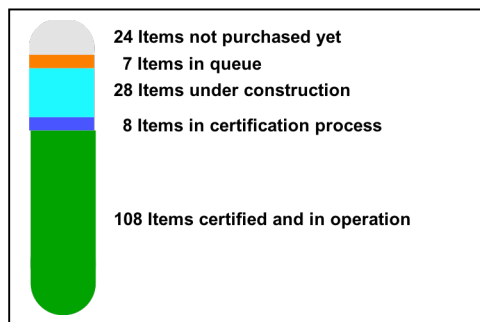
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- Update on building certification, equipment installation, and assignment of lab space. (Weaver)

Building Issues: System Shut Downs

- There will be periodic shut downs of various systems
- We communicate shut downs via e-mail
- For your safety and the safety of others — please read the e-mails and follow the instructions contained in them
- Is there a more effective way for us to communicate this type of info?

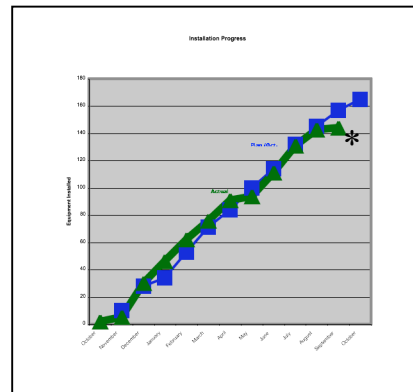
Installation Status

- Install numbers will be broken down more: some items under construction are delayed due to circumstances beyond the lab staff’s control.



Landscaping

- Sidewalks are progressing very well
- Bicycle path nearly complete
- Main pedestrian walk ~33% complete
- Forming of patios underway
- AquaSwirl installation is in progress
- The project is approximately one week behind schedule



**7 major items placed on user hold*

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- Review of concerns expressed during previous Town Hall meetings. (Weaver)
 - Progress on BNC Web Page
nano.purdue.edu
“Facility” pull down has been changed
More user friendly
Links to sslab site
 - Lab Citizenship
Cleaning up after oneself
Putting things away
Rinsing empty bottles and leaving caps off
 - Acid hoods – nitrogen lines above sink
Ordering coiled hoses

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- Birck Leadership Report. (Cooper)
 - Name plates will be distributed to multiple-person offices so the occupants may ID their desks. This will facilitate leaving messages and other items for individuals in these offices. With shared desks, each name plate should be displayed.
 - Safety officers from the NSAC: no nominations have been made yet.
 - Tim Sands is the new Director effective November 1, 2006.
 - Annual assessment of building usage: office space previously assigned that isn't being used will be reassigned.
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- Lab Policy and Procedure Committee Update. (Stach)
 - Committee continued to meet and is a good venue for "battling out issues" in a constructive manner.
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- NSAC activities. (de Ridder)
 - A small group of students is doing most of the work; committee currently brainstorming to get new people involved.
 - Committee meets with Birck leadership next Monday.
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- Birck "community" announcements. (Starewich)
 - United Way response: if you haven't turned your envelopes back in, please do so and pick up a poster. Team co-captains are Deborah and Sheryl. We'd like to have 100% return of envelopes not necessarily 100% donations.
 - Insurance packets are due on Friday.
 - Tours: faculty who are approached about tours should check in with Sheryl. We can coordinate the tour and assist with escorts, if needed.
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- Questions, comments, open discussion. (Everyone!)
 - Ultra pure water in the east wing? Does not appear to be flowing into the labs. John Weaver to check.
 - Some offices are too cold: University has a limit on the temperature for office space to conserve energy. Be sure to report problems, however, in the event that the air handling system would need to be checked. Purdue does not limit the use of space heaters.
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- Attendance (sign in sheet distributed): 21 (March: 51; April: 30; May: 22; June 36; July 41; September 22); thank you for your participation and support

Deb Starewich
 Annie Cheever
 Sheryl Willison
 Vikki Fast
 Janessa Drake
 Angie Hoffine
 John Weaver

Casey Heaton
 Hasan Sharifi
 Jennifer Monahan-Dian
 Mau deRidder
 Vlad Drachev
 Dmitry Zemlyanov
 Eric Stach

Tim Sands
 Lisa Reece
 Alicia Goodman
 Ron Reifenberger
 Laura Biedermann
 Roya Lahiji
 Jim Cooper

Next Meeting
Thursday, November 16
1:30
BRK 1001