



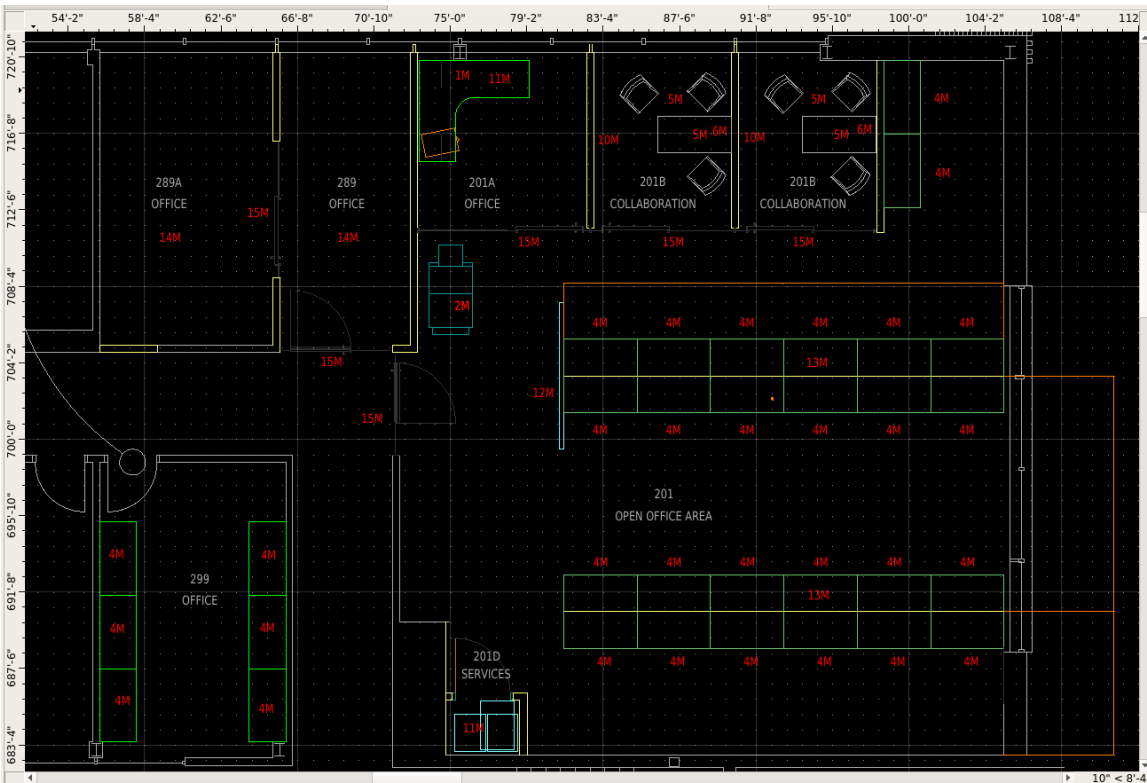
Furniture plan, Room 101 (new number: 201)

You asked me once, what was in Room 101. I told you that you knew the answer already. Everyone knows it. The thing that is in Room 101 is the worst thing in the world.

Nigel Hessey
TRIUMF

Discuss what furniture and its arrangement goes in new room 201.

- ▶ Room 101 → room 201 transformation is well under way, contracts placed, work on-going
- ▶ Furniture however is not ordered: will be ordered Jan 31st.
- ▶ Schedule is that management and admin move in temporarily while MOB ground-floor is renovated.
- ▶ Trailer Ff can move in after they move out, scheduled for April.
- ▶ We had a discussion last Friday in the MOB boardroom
- ▶ Two outcomes wanted:
 - ▶ A statement to management
 - ▶ A preferred floor-plan
- ▶ The latter is urgent; if we don't agree a request, the order will go out for the 4 ft x 2 ft desks.



Jens

Following discussions amongst BAEs and people currently with offices in Trailer Ff, we would like to bring the following points to the attention of you and management:

- ▶ A new office building, creating more space and of high quality, should be treated with great urgency and high priority. This is important for recruitment, retention, and productivity.
- ▶ Both in the long and short term, basic standards should be maintained. Workers need a reasonable desk space, without too much distraction from nearby colleagues (movement, noise etc.).
- ▶ The 4 ft × 2 ft desks initially proposed for room 101/201 are too small for permanent post-docs etc. Also in an open-plan office, the benefit should be a lot of open space (as at Facebook), not crammed in with small desks and people on top of one another. This is difficult to achieve, given the number of people requiring desks in the MOB L1, once Ff closes. We will come up with proposals based on 5 ft × 2 ft 6 inch desks, and some 4 ft × 2 ft where space dictates.
- ▶ This solution is seen as temporary, until the new office building arrives. It should not become the norm, or hiring and productivity will suffer, as well as raising a barrier to funding proposals involving post-docs and PhDs.
- ▶ Makoto is prepared to move into a BAE office, with himself and one other BAE, freeing up more space in 201.
- ▶ The group understands the problems, and proposes remaining flexible with desk space.

Nigel

- ▶ Discuss the statement and floor plan
- ▶ Tomorrow: sit down and get some details
 - ▶ List other things. Proposal is to equip every desk with two screens. Overkill?
 - ▶ White boards, coat racks, foot screen, shelves, lockers, conference equipment in conf. rooms
 - ▶ Each desk gets a telephone, 2 ethernet, power. OK?
- ▶ Discuss with Collin and Neil early next week: building code rules, what is the real size of desks available, ...
- ▶ Order gets prepared, goes out on time.