1. Approval of minutes: January 31 (Papanicolaou) and February 7 (Lu), 2013

2. Announcements

3. Lunch with Engineering Student Council
   a. How do students prefer to receive information?
   b. Other questions?

4. Preparation for meeting with Diane Machatka (Facilities Management)
   a. Optimal size, orientation, and configuration of classrooms in new addition
   b. 7200 ft$^2$ available for classrooms
      i. 30-35 ft$^2$/seat for TILE arrangements
      ii. 23-25 ft$^2$/seat for tiered classrooms or table & chair configurations
   c. How important is it for the new addition to have a 100-120 capacity classroom?
      i. 059/057 enrollment from Teaching Committee
      ii. Other enrollment data from Jill McNamara

5. Reminder: MOOCs seminar by VPR Reed today (Obermann Library, 4:00-5:30 PM)

6. Next regular meeting: Feb 21, 1-2 PM, in 3111 SC