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Correspondences Relating to the Need to Reloacte the ROTC Program

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DEPARTMENT OF THE ARMY
US ARMY THIRD ROTC REGION, SENIOR PROGRAM
FORT HAYS STATE UNIVERSITY
HAYS, KANSAS 67601

May 21, 1981

MEMORANDUM FOR: ✓ Vice President for Academic Affairs
Dean, School of Education
Chairman, Department of Education
Director, Physical Plant and Planning

SUBJECT: Location of ROTC

1. Purpose. The purpose of this memorandum is to present some discussion and submit some options concerning the location of ROTC for school year 1981-82.
2. Discussion.
 - a. The current facilities of two offices (RH 221 and 222) and one supply room (RH 219) are no longer adequate.
 - (1) Effective August 1981, there will be three ROTC instructors assigned to FHSU.
 - (2) It is very likely that by school year 1982-83 there will be four and possibly five full-time ROTC instructors assigned to FHSU.
 - (3) Current ROTC enrollment trends indicate that fall 1981, ROTC enrollment will be double (40) that of fall 1980, (20) with the potential of even greater enrollment by spring 1982. This will double the ROTC supply requirements.
 - b. Instructor location.
 - (1) As with each faculty member ROTC instructors need office space for preparation, references, professional materials and student counseling. This necessitates facilities with storage space and privacy.
 - (2) Whereas many faculty members operate somewhat independently, ROTC instructors operate very much as a team. Co-location of offices and sameness of telephone connections is extremely desirable.
 - (3) Offices that inter-connect yet separate provide the teamwork necessary yet allow privacy.
 - c. Supply facility.
 - (1) ROTC provides all textbooks and instructional materials for all four years. This requires a significant on-hand supply, therefore, storage space. Training equipment and uniforms are also supplied and storage space for extra material during the school year and all material during the summer is essential. All uniforms must be turned in, cleaned and stored during the summer months.
 - (2) ROTC audio-visual materials to include tapes and equipment are supplied to each ROTC program. This requires space, normally in the supply area, where students have access to these materials for independent study.

3. Option A. ROTC remains in Rarick Hall. Room 219 remains the supply room. The Education Department faculty member in room 220 moves to room 225 and ROTC instructors occupy rooms 220, 221, and 222.

a. Advantages

- (1) Rooms 220, 221 and 222 are inter-connecting, yet privacy is obtained by closing the connecting doors. Cooperation and teamwork is achieved and one telephone number could be shared by all instructors.
- (2) ROTC would be located in one area.
- (3) ROTC would remain located with the Education Department.
- (4) There would be utilization of existing space in Rarick Hall with minimum disruption.

b. Disadvantages

- (1) Instructor space is a temporary solution when additional ROTC instructors are assigned.
- (2) The supply space problem is merely postponed not solved.
- (3) Re-location of Education Department faculty may be undesirable.

4. Option B. ROTC moves to Picken Hall rooms 309-313 inclusive. I am aware of the plans for the future occupation of Picken Hall, therefore, an ROTC re-location there may be temporary. However, it appears this may be a viable location for several years and I must point out that the present location in Rarick Hall must also be considered temporary in view of the anticipated expansion of the ROTC program.

a. Advantages.

- (1) The office complex of Picken 311 (old English Department) provides the separate but connecting offices so desirable in the operation of the ROTC program.
- (2) Rooms 312 and 313 could be used as a supply facility providing space, security and co-location with ROTC instructors.
- (3) Classrooms 309 and 310 provide an additional highly desirable feature for an ROTC program, that of ROTC dedicated classroom space. Such a classroom offers the advantage of allowing the exclusive use of that classroom to allow maps, charts and other instructional material to remain in the room without disrupting other classes.
- (4) Picken Hall allows ROTC to remain centrally located on campus.
- (5) Re-located ROTC in Picken Hall frees Rarick Hall space for the Education Department.

b. Disadvantages.

- (1) ROTC becomes separated from the Education Department. As far as coordination is concerned it would be a few more steps to achieve face-to-face contact. Secretarial support would require ROTC instructors to carry requirements to the Education Department administrative staff. Besides being good exercise this would be a minor inconvenience. The long term solution would be to provide ROTC with a student secretary.
- (2) When renovation plans for Picken become a reality re-location of ROTC would become necessary. However, as I have

previously pointed out this is also a future consideration with the Rarick Hall location.

(3) Re-location in Picken would require moving ROTC, a task that could be accomplished by the able-bodied ROTC staff without inconvenience to the university staff.

5. Recommendation. I hope this memorandum is a departure point for the consideration of the location of ROTC for the school year 1981-82. My recommendation is that Option B, Picken Hall, be considered as the primary solution with Option A, Rarick Hall, as the secondary solution.

John W. Allard

John W. Allard
Major Infantry

Enclosure: Sketch Rarick Hall
and Picken Hall Locations

INCLOSURE 1

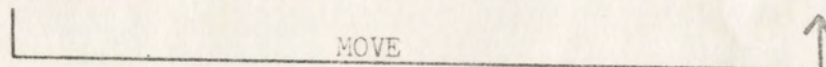
RARICK PRESENT

219 ROTC	220 ED DEPT	221 ROTC	222 ROTC	224 ED DEPT	225 ED DEPT
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NOT PERMANENTLY
OCCUPIED

RARICK PROPOSED

219 ROTC	220 ROTC	221 ROTC	222 ROTC	224 ED DEPT	225 ED DEPT
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PICKEN

	311	312	313

HALLWAY

310	309
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