



# ECONOMICS ON THE MOVE

**Vol. 5, no. 3**  
**September 30, 2016**

**To: Graduate Students**

**From: Ian Savage**

## **CARREL CHOICES / INFORMATION ON NEW BUILDING**

Plans, photos, furniture, room details and more are at:  
<http://www.economics.northwestern.edu/graduate/new-building.html>  
An overall plan of the third floor is posted in the copy room (room 301)

### **It is Now (Almost) Time to Choose Your Office (students in year 2 and above)**

1. Read through this newsletter for background on the new building.
2. Go to:  
<http://www.economics.northwestern.edu/graduate/new-building.html>  
Look at the link to the floor plans, and zoom in to see the actual furniture layout of each room (you probably don't want to do this on your phone). The webpage also has a listing of rooms and their sizes and number of workstations. In addition you can see images of the furniture items and can click on a link for more information on each item.
3. Look at the floor plan posted in the copy room in the event that you want to select an office close to (or far away from) your advisor.
4. Talk with your friends in case you want to coordinate office choices
5. Students will choose in class order, except that students in year 6 and above will choose last as by the time we move in to the building (especially if the building is delayed) these students will be close to graduation. On the morning of the following days I will e-mail a link to a Google Excel file to each group for you to choose your office:  
Monday October 10: Students in Year 5  
Monday October 10: Students in Year 2 will choose between 3424, 3430 and 3436

Tuesday October 11: Students in Year 4  
Wednesday October 12: Students in Year 3  
Thursday October 13: Students in Years 6 and above

### **When are We Moving?**

If construction continues as planned we will move during the week of February 13, 2017 (week 7 of Winter Quarter). However, we will not know for sure until early November. This is when the Fire Department decides whether to grant a certificate of occupancy. If the move is delayed, it will become known in early November. While the move is some months away, we need to start choosing offices so that the lock shop can prepare keys for you.

### **Facilities for First Year Students**

At the time we planned the building the then first-year students indicated that they wanted group study spaces rather than individual carrels. There will be a large locker room (room 3486) with sufficient full-height lockers for everyone. Each locker will have two sections, perhaps one for your coat and bag, and the other for books etc. You will need to provide two padlocks to secure these lockers. In addition there will be six group study rooms (3192, 3196, 3478, 3482, 3488, 3494), each of which can accommodate 6 students working together. There will be a large table and plenty of white board space in each room.

### **Facilities for Second Year Students**

Second year students will have individual private carrels in three large rooms (3424, 3430, 3436) each of which contains ten carrels. You can see an image of the carrels on the website. Each carrel will have a lockable pedestal with two pencil drawers and a file drawer, and an overhead shelf with a lockable cover. The carrels will be fitted with LED task lighting. In addition each student will be provided with two “cubby lockers” each approximately 18"x18"x18" with an electronic combination lock (similar to a hotel safe) for securing your bag etc. Rooms will also have white boards. Unfortunately all graduate spaces are interior spaces but the design of the building has glass for the top foot of each corridor wall for both the exterior and interior offices allowing in some natural light.

### **Facilities for Third Year and Above Students**

The carrels and facilities in these offices are the same as those in the second year student rooms. The difference is that most students will be in rooms with three carrels. There are four larger rooms, two of which hold four carrels, one has five carrels and one has eight carrels.

### **Other Facilities**

- Graduate classes will be held in the new building. The equivalent room to Jacobs 3204 is on the same floor as the Department (room 3301). The tiered classroom which will be the equivalent to Jacobs 3245 will be located on the first floor (room 1410). Both rooms will be

larger. Room 3301 will have 24 instructional seats at tables, and 1410 will have a capacity of 70 compared with 50 in 3245.

- We will continue to have a computer lab (room 3418) with 10 workstations.
- There will be five conference and meeting room spaces (3343, 3413, 3417, 3420 and 3441).
- Instead of a large TA room there will be three TA meeting rooms (3198, 3411, 3496) so that it will be easier for multiple TAs to hold office hours at the same time. These rooms will have seating for 8 and plenty of board space.
- The lounge area will receive a significant upgrade and will be located in a large light court (3222) with an adjacent pantry (3380).

### **Locks and Keys**

Entry into each wing of the building will require key card access on weekends and after working hours (the precise hours have yet to be fixed). Your Wildcard will act as your access card. So you should check to see if your existing Wildcard is smart or not. Look on the back and see if you can see the text “© HID iClass” written in small print upside down by the magnetic strip. If your card has this, then you are all set, and you don’t need to do anything unless it is expiring soon. If not you can get a new card from the Wildcard office after November 1 at no charge, even if your card has not expired. You probably should do this in November or early December so we can get set up for the move.

The first year locker room, the TA rooms and the computer lab will have a keypad access similar to our current computer lab, copy room and lounge. The first year group study rooms and the light court will typically be left unlocked (but are within the after-hours secured areas).

Graduate carrels with three or four workstations will have traditional metal keys which we will distribute just before the move. Carrel rooms with five or more workstations will have an electronic lock tied to the Wildcard of the assigned occupants of that room.

### **How Will the Move Occur?**

If the building is not delayed, staff and faculty will move on Monday to Wednesday, February 13-15. On Thursday, February 16 we plan to move the graduate students. Packing boxes will be delivered in the weeks prior to the move and you can pack up any books or papers in these boxes and indicate your name and new office number on a label. The building has new furniture and chairs so we should leave all of these things behind. If you provided an office chair yourself take it home, as the new building has Herman Miller Aeron chairs. We recommend that if you have anything delicate or valuable (laptops etc.) then you will probably want to carry these over to the new building yourself. First year students should arrange to move the contents of their lockers themselves. More details on the practicality of the move will be circulated in an “Economics on the Move” newsletter closer to the time.



Henricksen  
www.henricksen.com

**\* Preliminary Plan \*  
Key For  
Furniture Order**

Room No.	Room Name
101	Faculty Office
102	Faculty Office
103	Faculty Office
104	Faculty Office
105	Faculty Office
106	Faculty Office
107	Faculty Office
108	Faculty Office
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200	Faculty Office

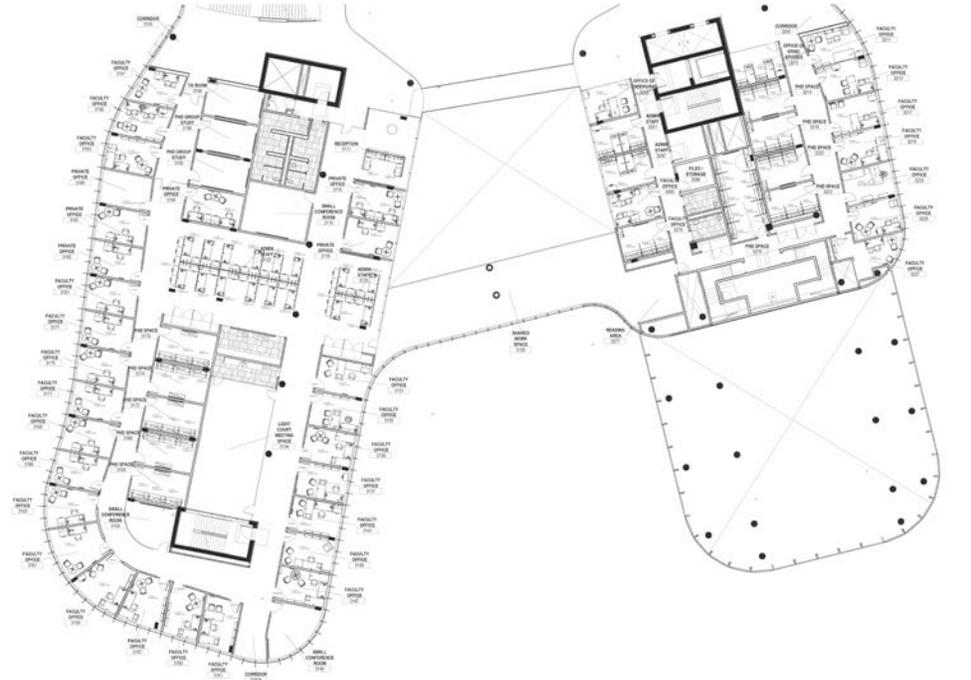


Northwestern  
University  
Kellogg School of  
Management  
Evanston, IL

2215 Campus Drive  
Evanston, IL

3rd Floor North  
Key Plan

Drawn By: Henricksen	Scale: Noted
Date: 07/11	
Rev: 0000	
Sheet No: 11	LL-A01



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300	Faculty Office



Northwestern  
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2215 Campus Drive  
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3rd Floor South  
Key Plan

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