

SPH-B RENOVATIONS UPDATE



School of Public Health-Bloomington
Office of the Dean

This is an important update from Director of Facilities and Safety [Ben Hutchins](#).

Hello,

Thank you for your patience and understanding as we continue to prepare for renovations to the School of Public Health-Bloomington. **I am pleased to announce that new room assignments are available. Please review them and if you have any questions or concerns, please direct them to your supervisor as soon as possible.**

Room Assignments



I will host tours of the new locations
on Monday, June 17:

[Smith Research Center](#)

2805 E. Tenth Street
10 a.m.

[Old TIS location](#)

5001 N. State Road 37 Business
1 p.m.

All are welcome!

This is a reminder: Until August 19, SPH-B exterior doors with electronic key card readers are the only unlocked doors. They will be open 7 a.m.–5 p.m., Monday–Friday.

On weekends, evenings, and university holidays, those doors can still be unlocked with a valid CrimsonCard. If you have questions about building access, please [contact me](#).

Moving Dates

All employees whose work spaces are affected by [Phase I \(2024–25\)](#) will relocate the week of June 24. Prior to that week:

- Return all your SPH-B keys to Alex Hoyt in the Dean's Office. When you return them, you can also pick up the keys to your assigned building/room.
 - Remove all items from your office except items (including technology) labeled for the movers*. **Make sure all desks and other furniture are empty.**
 - **If you need something put into long-term storage—something you will likely NOT need to access during the renovation process—you can label it for storage*.** If, during the renovation process, you need anything out of long-term storage, we will need about a week to arrange it.
-

Thank you for reading this far. The renovation and relocation process is complicated, and your cooperation and flexibility help it run much more smoothly.

Bookmark go.iu.edu/sphb-renovation and visit often— as updates are available, we will publish them there.



Your campus **mailing** address will not change if you move to a temporary space. Mail can still be sent to your previous SPH-B address, and Campus Mail will deliver it to your temporary space.

*PACKING FOR THE MOVE

All materials available in the Dean's Office suite

When packing boxes for moving, label the boxes using color-coded tags based on your room assignment. If you have questions, please contact [Alex Hoyt](#).

Be sure to include:

- Floor (if applicable); in SPH-B the basement is Floor 1.
- Room number



If you are moving **within SPH-B**, please use **tan** tags to label your boxes and other items that should move.

If you are moving **to Smith Research Center**, please use **yellow** tags to label your boxes and other items that should move.

If you are moving **to the old TIS building**, please use **brown** tags to label your boxes and other items that should move.

Use red tags to identify boxes and items that should be sent to **IU Surplus**.

Use gray tags to identify boxes and items that will go into long-term storage.

If, during the renovation process, you need anything out of long-term storage, we will need about a week to arrange it.

Need boxes, packing materials, colored tags? Pick them up in the Dean's Office suite (PH 115).



PREPARE AND LABEL YOUR TECH

Movers will relocate your prepared and labeled tech items the week of June 24. Packing materials and tags can be obtained in the Dean's Office suite (PH 115).

Thank you again for reviewing this information, also available at go.iu.edu/sphb-renovation. Your cooperation during a complicated process makes a huge difference for everyone. Please reach out if I can help in any way.

Sincerely,

Ben Hutchins
Director of Facilities and Safety
bhutchi@iu.edu



Indiana University
107 S. Indiana Ave
Bloomington, IN 47405