

UNIVERSITY SPACE COMMITTEE MEETING
Wednesday April 8, 2015
Holladay Hall, Chancellor's Conference Room
10:30 a.m. – 12:00 p.m.

Present: Warwick Arden; Charles Leffler; Mladen Vouk; Steve Arndt; Lisa Johnson; Sumayya Jones-Humienny; Katie Perry; Louis Hunt; Matt Peterson; Michael Harwood; and Ralph Recchie.

Guests: Duane Larick; Laura Severin; Chris Johnson; and Lori Johnson.

Approval of the Minutes

The minutes of the March 2, 2015 meeting were approved and will be posted.

Action Items

1. College of Engineering, Mechanical and Aerospace Engineering, EcoPRT Test Track, Traffic Island East of EBII & North of EBIII, Request #15-09, with guests: John Royal; Larry Silverberg; Marshall Brain; and Seth Hollar: Outdoor space is needed to build an approximately 33'-8" wide by 55'-0" long track for testing EcoPRT (economical personal rapid transit) vehicle technology for a two-year duration. The location needs to be proximate to Engineering Building III for student and lab access. The track will be of wood construction approximately 2'-0" above grade. The vehicle will be about 3'-0" wide by 8'-0" long, will seat 2 people in tandem and travel about 5-6 mph. No parking is needed. Funding is by the department, who commits \$1,000 to debris removal and remediation for grass seeding, etc., at the end of the duration. *The committee approved a two-year term with the following conditions: the site be kept free of debris; the area be screened with landscaping; access to the track will be controlled with gates; the site be returned to its original condition at the end of two years; and that a safety plan is approved and implemented before the track is used to prevent the EcoPRT vehicle from running off the track and into the road.*
2. Distance Education and Learning Technology Applications (DELTA), EB II Rooms 1230, 1230A and Corridor, Request #15-10: AV room 1230A will be removed to allow expansion of the heavily-utilized, primary Centennial Campus Distance Ed (DE) classroom in 1230 to accommodate growing course enrollment demand (including Computer Science Engineering classes). Capacity will increase from 60 to 85 seats. The AV equipment is being replaced with updated technology per current DE standards, allowing for a smaller footprint, but the equipment needs to be nearby on the same floor. A number of options were investigated (placing the racks in other AV control rooms, carving space from the basement mechanical room, the basement corridor, or the new Graduate Student Services in 1222), but taking approximately 44 SF from the corridor adjacent to the Visual Discovery Lab room 1235 appeared to be the most favorable option. The design and construction cost of \$269,000 is funded by appropriated fiscal year-end funding for completion before the fall 2015 semester starts. Classroom technology, budgeted at \$180,000, will be added after the construction phase is completed. *The committee discussed concerns regarding the use of corridor space, reducing student study space and potential disruption to the adjacent Visual Discovery Lab in room 1235. Subsequent to the meeting, additional investigation further vetted this as the best location and the committee electronically approved the request with the following stipulations:*
 - a. *Construction of the new DELTA equipment room must be totally separate from the Vis Lab room 1235, as the Vis Lab is a highly sensitive room containing very expensive equipment.*
 - b. *There should be no wall penetrations between the Vis Lab and this new room: a new wall is needed (creating a double wall) with sound insulation between the two rooms to ensure complete separation.*
 - c. *Air conditioning in the Vis Lab should not be interrupted before, during or after construction of the DELTA equipment room.*
 - d. *Todd Gardner (CSC) should be included in coordination meetings, as he is the best person to contact regarding the Vis Lab schedule, and any noisy construction work should be*

coordinated with the lab schedule.

- e. *High-level visitors use the Vis Lab, so the new construction should be of a high quality, i.e., the new wood doors and frames should match the existing building's doors and frames and all new finishes should be at the same quality level as the existing building, or better.*
 - f. *Relocation of the existing white board should be coordinated with Todd Gardner.*
3. College of Agriculture and Life Sciences, Animal Sciences, Swine, & College of Sciences, Biological Sciences, Fish, Lake Wheeler & Grinnells, Request #15-11: CALS Animal Sciences will cede Grinnells rooms 1222 – 1233 to COS Biological Sciences for expansion of their aquatic research, in exchange for \$100,000 of F&A funding towards construction of a new CALS swine research facility at Lake Wheeler Field Labs, where the swine are housed. These Grinnells rooms are currently used to store swine equipment and rations, which is inefficient for swine research procedures since it requires faculty to travel back and forth. Efficiencies will be gained for both programs through better adjacencies. The total cost of the new facility is estimated at \$216,000. The Vice Chancellor for Research will contribute \$112,000 and CALS will contribute the remaining \$4,000 plus any overage, if needed. The transfer of Grinnells space to COS will occur after the Lake Wheeler swine research facility is completed. This arrangement will solve a space need for a Chancellor's Faculty Excellence Program (CFEP) hire as well. *The committee approved the request with the stipulations that OUA approve the location and the building and its finishes match the architecture and palette at Lake Wheeler Field Lab.*

Information / Discussion Items

1. College of Engineering, Chemical and Biomolecular Engineering (CBE), CFEP Synthetic and Systems Biology (SSB), Partners II Labs 3700 and 3590, Lease Request #15-12: Two CFEP SSB cluster offers of employment have been made to applicants who requested CBE as their tenure home. Suites 3590 and 3700 are desired because of their proximity to CBE's biomolecular engineering laboratories in suites 2106, 3100, and 3300 and the available infrastructure and equipment in Partners II. CBE does not have the requisite infrastructure or tools in either of the other two buildings that CBE occupies (EB I and Partners I). Lab 3700 would not be large enough; furthermore, physical separation would be needed for incompatible organisms. The adjacent Incubator Lab 3590, currently vacant, is being sought in case both applicants accept. Each lab will require some upfit, although specific needs have not been determined yet. The CFEP cluster faculty hires will generate research contracts/grants with overhead. The proposal is to have F&A funds pay the rental costs following the model for other rental space in Partners II, i.e., the lease rate of \$27.93 / SF would be joint funded by F&A (63.5%) and COE (36.5%). M. Harwood stated that Lab 3590 has already been leased and that non-subsidized rent generated from leasing the incubator labs to private start-up companies is critical to the success of the program; moreover, it is the only such incubator lab space on campus. *The committee approved the use of Lab 3700 starting July 1, 2015, but directed Provost staff to investigate whether space elsewhere in the building can be procured in lieu of any Incubator Lab space if both applicants accept their offers, as use of Incubator Lab space was not approved.*
2. DH Hill Library Backfill Plan Update (Info Item 09.04): At the USC's request, staff reviewed DH Hill's backfill plan and walked through DH Hill to report on the status of any implementation. S. Jones-Humienny reviewed hand-outs of the backfill plan dated 10/13/2009 (approved 3/25/2010), a plan showing implemented backfill areas based on recent walk-through observations, and a new Facility Modification Request plan for a Faculty Research Commons to be located on the West Wing 2nd Floor. *The committee discussed concerns regarding long-term use of the space, especially with regard to code-compliance constraints and duplication of spaces for certain functions provided elsewhere on campus. Consideration must be given to efficient, needed and appropriate use of backfill space, the impact that study space square footage has on the university's ranking, how volumes are counted with the new space-saving Bookbot technology, and assessment of the F&A impact if library space is reduced. The committee asked that a code review be done to inform possibilities for an update of the Libraries backfill plan.*

3. Office of Institutional Equity and Diversity (OIED), Interfaith Prayer & Meditation Update, Request #13-14 Central Campus and Centennial Campus Precincts: OIED requested permanent space on both Central and Centennial Campus precincts to serve as an Interfaith Prayer and Meditation / Reflection space for students. The space would provide a convenient opportunity for individual students and small groups of students to gather for prayer, mediation and/or reflection throughout the day and in between their classes. In addition, it would promote active dialogue and exchange around topics related to spirituality, while also serving to recognize the religious and spiritual needs and diversity among our students. Staff is still looking for appropriate space on both precincts. Space has been temporarily allocated on the 3rd Floor of the EB II connector, but it is too public. *The committee recommended modifying this space to add privacy or finding a more appropriate space and revisiting options in the libraries and Talley Student Center.*
4. Division of Academic and Student Affairs (DASA), New Student Programs (NSP), Change in Space, Request #15-05: NSP has been charged with increased responsibilities to assist all new students in transitioning to NC State and is requesting a change in space to adequately support coordination of multiple University-wide, student-centered programs, such as New Student Orientation and Wolfpack Welcome Week. NSP has five full-time professional positions in a space with two offices, as well as student employees, who assist in the planning and implementation of programs, using the conference table as desk space during work hours. Preferred space would be centrally located to the student population, such as in the Talley Student Union or Witherspoon Student Center, and would provide the following: offices for five full-time professional staff; an open, collaborative work area; a workspace to accommodate five student employees; storage for cyclical, large-scale, University-wide event programming; and an office workroom for a copy machine, shredder, etc. *L. Hunt explained that NSP is currently in Peele Hall but until the DASA space analysis is done and/or the proposed plan to move Admissions from Peele to the Joyner Visitors Center (JVC) and Advancement Services from JVC to another location occurs, the solution will remain in the "in progress" status. Available space in Park Shops was taken by Disabilities Services Office for additional proctoring facilities.*
5. College of Sciences, Cox Hall 3rd Fl. Renovation, Research Space Request Memo 3/3/2015 (Info Item 11.01): Lisa Johnson reviewed the memo from Dean Solomon dated 3/3/2015 proposing the 3rd Floor of Cox Hall be renovated for laboratory in lieu of classroom space given the imminent need for CFEP hires' research space. She has directed the design team to remove the 3rd Floor renovation from the SCALE-UP Lab 1st Floor scope of work until Registration and Records can determine whether this additional classroom space is needed with the anticipated Unified Campus Timetable scheduling for fall of 2015. *The committee directed that the Cox 3rd Floor renovation be put on hold and that this backfill space be kept allocated to the Provost while options are investigated.*
6. Feed the Pack Food Pantry, Request #14-02: S. Jones-Humienny stated that the Food Pantry must vacate its location in Harrelson 379 when the other occupants vacate this summer with the completion of the Talley Student Union. Two options were considered: E.S. King Village, which allows for drive-up access, and Broughton Hall, which does not. University Housing informed Barry Olson that the E.S. King option was not feasible at this time, so S. Jones-Humienny will proceed with temporarily allocating accessible space on the 1st Floor of Broughton, which will be vacated by Repair & Renovation Shops in June. *The committee stated its preference for the E.S. King location and directed staff to pursue the E.S. King Village option, using the Broughton option as a reasonable back-up solution.*
7. Office of General Counsel, Holladay Hall, New Hire (Info Item 15.06): General Counsel is expecting a new hire in late spring. S. Jones-Humienny noted that walk-through observations of Holladay Hall coupled with room assignment checks reveal that 202 and 214 appear to be vacant; however, the Chancellor has plans to reassign those offices. Offices 9 and 9A will become available when Talley completes and Lisa Zapata and Susie Crews move out; however, swing space may be needed for Gregg Museum. Further investigation is needed.

Other Business

1. CC Services Center, Centennial Campus (Info Item 15.07): Lisa Johnson explained that a new location must be found for Facilities Operations and Grounds Management before the Centennial Campus Central Utility Plant (CC CUP) expands to support the next major building project because it will displace them from their temporary location adjacent to the CC CUP. They have been in this location since 2004. Since then, the Grounds staff has more than doubled in size and equipment, and they are hampered in doing their work by what is now confining space. Eighteen buildings have been built on CC since 2004. Several of these buildings are developer buildings that do their own grounds management; however, that development has increased the streetscape maintenance for Grounds Management. Landscape Construction Services, currently located at the former Armory on Western Blvd. will co-locate with these other functions in a new CC Services Center when funding is procured. An-in-house site selection study is underway for a permanent location. In the meantime, a temporary location is proposed for Facilities Operations and Grounds Management on the east side of Oval Dr. where the former construction access road to Engineering Building III was located. Additional landscape and fence screening will be provided. A three-year temporary commitment is requested. *The committee deferred to C. Leffler for his review and approval.*
2. Lisa Johnson introduced Chris Johnson, the new Facility Planner, in the Office of the University Architect.

Meeting Adjourned at 12:30 p.m.