

UNIVERSITY SPACE COMMITTEE MEETING

Wednesday November 12, 2014

Holladay Hall, Chancellor's Conference Room

1:30 p.m. – 3:00 p.m.

Present: Warwick Arden; Charles Leffler; Steve Arndt; Lisa Johnson; Sumayya Jones-Humienny; Liz Moore; Katie Perry; Louis Hunt; Michael Harwood; and Ralph Recchie

Guests: Duane Larick; Laura Severin; Lori Johnson; Jere Confrey; and Brian Matthews

Approval of the Minutes

The minutes of the October 8, 2014 meeting were approved subject to the direction of the USC to reflect the verbiage of the memo for Info Item 1, and will be posted.

Action Items

1. CED: Dr. Confrey, Gates Grant, Request #14-15:
Approximately 2,500 – 3,500 SF of office space is needed in Venture IV for research on designing and testing digital educational materials. The Gates Grant, which will pay for the lease in its entirety, has an aggressive timeline with a firm delivery date of June 1, 2015 and is the basis for this strategic lease request. The rental rate of \$27.50 is dependent on the amount of (mostly cosmetic) upfit needed. The term requested is for two years, with a possible extension of an additional year. *The committee approved a two-year lease term.*
2. PCOM: Management Innovation & Entrepreneurship (MIE) The Entrepreneurship Clinic, HQ Raleigh, Lease Space Req. #14-17:
MIE needs space for The Entrepreneurship Clinic to engage two classes in spring semester for senior undergrad and MBA students to assist and learn from experienced and first-time entrepreneurs. HQ Raleigh is an entrepreneurial hub with over 30 start-up companies. The cost of \$2,000.00 per month, with no lease required, will be paid for by a NC State Foundation grant. *The committee subsequently electronically approved the request with the stipulation that the USC should have the opportunity to review this again before extending it beyond June 2015.*

Information / Discussion Items

1. Sciences: Biological Sciences Zebrafish Core, Toxicology, Request #14-16: The Zebrafish Core program needs to consolidate by moving from David Clark Labs (DCL) to the Toxicology Building, with the DCL vacated space being allocated to the Provost's Office. Dr. Steve Lommel and co-researcher Dr. Zvezdana Pesic-VanEsbroeck will be displaced from Toxicology as a result, but they are amenable to moving into the Varsity Dr. Research Building (VRB) as long as other Plant Pathology faculty and staff also move there to co-locate as much of their department as possible. Sciences, as the requesting college, is expected to pay for the moves and upfits for the Zebrafish Core and for Drs. Lommel and Pesic. A two-part study is needed to determine the space needs, time line and cost for Plant Pathology's relocations. If the study demonstrates that Plant Pathology is not a good fit for the VRB, then another long-term solution must be found. *The committee approved the direction to relocate more Plant Pathology personnel to VRB (provided it is a good fit), proceeding with the two-part study, and this space request.*
2. CHASS: Moise A. Khayrallah Center for Lebanese Diaspora Studies, Withers 332, Info. Item 14.03: The proposed location for this new center is in Withers 332, which would displace the CHASS research office, possibly into CHASS Business Services' space located in Caldwell Hall.

Business Services would relocate to lease space in the Electric Co. Mall on Hillsborough St., adjacent to the space leased by the Intensive English Program. Dean Braden will make the final determination as to which units move to which locations for this short-term solution. REO will investigate what portion of the 1800 SF available lease space should be rented to CHASS and negotiate the upfit scope and rental rate (estimated at about \$15 - \$20/SF). For the long-term solution, Page Hall will continue to be considered. *The committee approved the direction to lease space for the short-term solution with the Provost's Office funding the temporary lease. When the final cost for the upfit and rent is determined, a space request form and lease space request form must be submitted and may be reviewed and approved electronically by the University Space Committee if this proposal is acceptable to CHASS.*

3. Tagging People to Space Update (Info Item 12.14): Because the Tagging People to Space 3D memo, dated 9/3/14 and specifying the deadline of 10/1/14 for compliance, was not adequately communicated down through departments to individual personnel, Lisa Johnson recommended that OUA follow up with an email clearly repeating the instructions to those units who have not complied. Before sending the email, however, OUA needs to run a report to target the units with missing information. *The committee requested to review the draft email, which will be done electronically to expedite the process.*
4. Harrelson Hall Closing Update (Info Item 11.01): Lisa Johnson stated the Cox Hall designer had been hired. She mentioned that Broughton may be able to be used for the 100-seat 110 classroom temporarily. *The committee asked that the need to renovate Mann for the 100-seat classroom be revisited.*

Other Business

1. Provost Arden will return to his normal university schedule at the end of January.

Meeting Adjourned at 3:00 p.m.