

**UNIVERSITY SPACE COMMITTEE MEETING**  
**Wednesday, May 15, 2013**  
**Holladay Hall, Chancellor's Conference Room**  
**2:30 PM – 4:00 PM**

Present: Warwick Arden, Charles Leffler, Terri Lomax, Michael Harwood, Lisa Johnson, Sumayya Jones-Humienny, Kevin MacNaughton, Liz Moore, Katie Perry, Matt Peterson, Ralph Recchie, and Cynthia Williford.

Guests: Duane Larick, Laura Severin.

**Approval of the Minutes**

The minutes of the April 9, 2013 meeting were approved and will be posted.

**Action Items**

1. Delegation of Approval Authority: R. Recchie stated that the Delegation of Leasing Authority granted by the Board of Governors to the university for terms up to 10 years, also increased the responsibilities for the USC for approval of all leasing activities. This increased scope included levels of leasing that were once in the sole discretion of the Vice Chancellor for F&B. The recommendation was to have only the increase in delegation above the previous VC level go to the USC for approval. *The committee approved continued recognition of the VC's previously delegated authority from the Board of Governors for leasing for: up to 3 years in term and not exceeding \$15,000 in annual rent; terms of less than one year in duration; residential housing leases.*

**Information / Discussion Items**

1. Chancellor's Faculty Excellence Program (CFEP) Update, (Info Item 12.01): S. Jones-Humienny distributed updated spreadsheets tracking the projects related to the cluster hires and stated that columns for the position start date and the hire name had been added, and reviewed the new line items that had been created to track furniture purchases and installation. She stated that several of the projects being constructed by Repair and Renovation Services had been completed. L. Severin stated that sixteen hires had been finalized, five were pending, and the expectation was that 20-25 hires would be finalized by June 30<sup>th</sup>. W. Arden expressed concern whether the university would be able to continue to at this pace for the next round of hires. K. MacNaughton stated that the Facilities' departments working on the CFEP projects were looking for ways to shift workload without hiring new staff. The committee stated that the university was committed to completing all projects that were started this fiscal year and that there would be funding next fiscal year to follow through on the commitments made to complete the current project list. *The committee requested that staff keep VC Leffler apprised of the status of all Chancellor's Authority project needs.*
2. Strategic Space Planning Initiatives: College Space Reserve Identification Update (Info Item 13.02): S. Jones-Humienny stated that the staff had received the College of Engineering's revised response and that they had met the requirement, many of the locations listed were 'unspecified,' and that one of the notations in the response stated that Daniels 142 was going to be renovated by the Provost's Office. W. Arden asked for clarification on the statement regarding Daniels. L. Johnson stated that staff would be reporting back with information on the location, quality, condition and contiguousness of all colleges' responses. C. Leffler stated that

the committee needed to know if the spaces identified for use were for CFEP or for future positions to be funded by the Provost's Office, and the fund source for the position, and who was retiring or leaving the university. *The committee requested that staff obtain additional information from the colleges regarding if space identified for use by new hires was for CFEP or for future positions to be funded by the Provost's Office, and the fund source for the position, and who was retiring or leaving the university.*

3. College of Education (Info Item 13.08): M. Harwood stated that he and C. Williford had met with Dean Fleener to understand the current use of the college's Partners II space and the its short term needs for a clinic incubator. He said that the next step was to visit the Partners space with the dean to consider alterations that would accommodate their needs; the Toxicology classroom would be also be visited for consideration to meet the clinics' classroom need. C. Williford stated that the dean was also considering which group(s) now in Partners might move to other appropriate lease space in order to make space for the clinics. W. Arden stated that there needed to be a coherent academic strategy for what appropriated versus lease space was used.

### **Other Business**

1. BTEC Proposed Use of I-Café (Info Item 13-10): K. MacNaughton stated that BTEC was interested in using the temporary I-Café modular building for expansion. L. Johnson stated that the temporary building was scheduled for removal once the new dining facility in Wolf Ridge opened. The committee discussed the original plans and agreement with Golden Leaf for use of BTEC by the community colleges and their current usage of their space in the building, and that discussion regarding making changes in the space assignment in the building would need to occur at the Chancellor's level. *The committee directed staff to provide documentation of the partnerships in the BTEC building, an inventory of the space in the building, and discussion points regarding the issue for the Chancellor.*
2. CFEP Spousal Accommodation: D. Larick asked if it were appropriate for staff to meet with an individual who was a potential spousal accommodation for a CFEP position. *The committee agreed.*
3. Varsity Research Building (VRB) status: T. Lomax stated that the committee needed an update on the status of the planning for the groups proposed to vacate the building. L. Johnson stated that the committee had directed staff to work with Plant Pathology to understand the spaces that would be vacated if the department were allocated space at VRB and would be bringing an update to the committee.
4. Holladay, Winslow, and Peele Halls' Planning: K. Perry stated that the planning for the three buildings need to be resumed. L. Johnson stated that the space changes wouldn't begin until after the Avent Ferry Building purchase was finalized. *The committee directed staff to update VC Lomax on the status of Design and Construction Services' Springboard project and stated that they would discuss allocation possibilities internally and update staff.*
5. CFEP: Thomas and Bostian Halls: D. Larick stated that a meeting had been scheduled to resolve the department's needs and finalize the space reallocation needed for the CFEP position.

**Meeting Adjourned at 3:45 PM.**