

UNIVERSITY SPACE COMMITTEE MEETING
Monday, September 12, 2016
Holladay Hall, Chancellor's Conference Room 18
2:15 PM – 3:45 PM

Present: Duane Larick (for Warwick Arden); Scott Douglass; Alan Rebar; Jeff Bandini; Lisa Johnson; Lori Johnson; Sumayya Jones-Humienny; Liz Moore; Margery Overton; Katie Perry; Matt Peterson; Harlan Stafford; Cynthia Williford.

Not Present: Warwick Arden, Louis Hunt; Kevin MacNaughton.

Approval of the Minutes

The minutes of the July 20, 2016 meeting were approved and have been posted.

Approval of the Consent Agenda

The committee approved the Consent Agenda comprising request numbers: #16-22; #16-23; and #16-27.

Action Items

1. McKimmon Center for Extension & Continuing Education (MCE&CE), Upper Coastal Plains Leadership Council (UCPLC), Gateway Technology Center, Rocky Mount, Lease Reg. #15-38: S. Jones-Humienny stated that the department was unable to provide further information regarding the original no-cost lease agreement, as there was no one remaining on staff who was present at the time of the original agreement. Regarding the committee's question about the cost of the lease being requested, H. Stafford stated that the amount was appropriate as it included technology and meeting space. Lori Johnson stated that the fund source paying the lease was an appropriated McKimmon Center account. *The committee approved the request.*

Information / Discussion Items

1. 2017-2019 Biennial Six-Year Capital Plan Update (Info Item 16.10): L. Johnson stated that the projects on the list were the university's request for appropriated funds; a separate list comprising projects proposed for Repair and Renovation funding would also be prepared. L. Johnson distributed a handout indicating the drivers that could guide the appropriated projects included in the 2017-2019 Project List, namely: University Strategic Goals; Enrollment Growth (Biennium Enrollment Planning for 2025); College Space Deficiencies (historic); Space Quality Deficiencies; and Development of Core Facilities. Included were detailed summaries of the first five proposed projects on the list. She also distributed Enrollment Analysis and Projections. A. Rebar provided L. Johnson specifics regarding the needs of a Life Sciences core facility. He stated that there was a need to centralize more in order to maximize resources, the core facility programmed for the Broughton Hall project should be a university chemistry core facility, and that a business plan for operating core facilities was needed. L. Johnson stated that the Plant Sciences and Mann Hall projects might present another opportunity for university core facilities. A possible planning strategy, suggested A. Rebar and D. Larick, might be to reserve a portion of each project's assignable square footage (20%) for University Space Committee (USC) allocation. S. Douglass stated that due to appropriated funding uncertainties, an interim strategy was needed. *The committee noted that the space CALS would vacate by moving to the Plant Sciences Building would be assigned to the USC for reallocation; the committee would discuss this with Dean Linton at their forthcoming meeting on 9/29/16. A.*

Rebar stated he would provide L. Johnson specifics regarding the requirements for core facilities on campus.

2. Statistics, Language and Computer Labs Room 109, Request #16-20: S. Jones-Humienny reported that staff had a conversation with Office of Information Technology's (OIT) staff about vacating the space. OIT agreed to the proposal with the request that OIT keep one office and a touchdown space for six ClassTech in the building. *The committee approved the request for Statistics to gain room 109 and for the OIT staff to gain rooms 201 and 201A.*
3. DASA Student Health Center at Centennial Campus, Plaza Hall, Wolf Ridge Bldg. 2, Request #16-28: S. Jones-Humienny stated that the request was to provide Student Health Services to students, faculty, and staff in the Centennial Campus Precinct, renting the space at Wolf Ridge from University Housing. The committee discussed that Counseling had a shortage of space in Student Health's existing location. S. Douglass stated that the dividing of services required more discussion. *The committee stated that they would discuss the request with Provost Arden at their forthcoming meeting on 9/29/16 and requested that staff provide more information regarding the number of student visits per day to the existing facility.*
4. Human Resources, University Targeted Services (UTS) Lease Space Request #16-25: H. Stafford stated that UTS had to vacate their current location due to forthcoming construction of apartments on the site. He stated that it was suggested to combine this lease request with Executive Search Services (#16-26, below) as the increased amount of square footage was expected to produce lower cost lease rate proposals. *The committee approved the request to proceed with bid.*
5. Human Resources, Executive Search Services Lease Space Request #16-26: H. Stafford presented the request in tandem with request #16-25, above. *The committee approved the request to proceed with bid.*
6. Chancellor's Faculty Excellence Program (CFEP) 2015 Cohort (Info Item 15.08): M. Overton stated that the thirteen hires completed thus far had all been accommodated in existing space. She added that the next effort would be to secure lab space in Partners II and the Biomedical Partnership Center and rental agreements were underway.

Meeting Adjourned at 3:55 PM.