

UNIVERSITY SPACE COMMITTEE MEETING (USC)

Wednesday, September 30, 2022

Video Conference

02:00 AM – 3:30 PM

Attendance and Distribution

Members present: Warwick Arden; Charles Maimone; Mladen Vouk

Staff Support present: Alicia Knight; Cameron Smith; Christopher Ross; Don Hunt; Doug Morton; Lisa Johnson; Liz Moore; Margery Overton; Sumayya Jones-Humienny

Staff Support not present: Adrian Day; Adam Brueggemann; Jessie Askew; Jonathan Horowitz; Lisa Van Roekel

Guests present: Barbara Moses; David Rainer

Guests not present: Catherine Phillips

Additional Distribution: N/A

Approval of the Minutes

The minutes of the August 24, 2022 meeting were approved.

Approval of the Consent Agenda

1. College of Engineering (COE) Mechanical and Aerospace Engineering (MAE), Two Temporary Storage Buildings, MAE West Green Space, Space Request #22-15: The committee approved the request in concept but preferred the site where the CALS Record Storage building (Facility 163E at 3231 Ligon St.) is located, once it is demolished; however, CALS needs to work with Staff Support to determine the best site location given timing and other constraints. The term is for five years from date of installation and the site must be restored to its original condition at the end of the term. *[Subsequent to the meeting, University Real Estate and Development (URED) determined that demolition of the CALS Record Storage building has not yet been approved but is in process.]*
2. Upper Coastal Plans Learning Council (UCPLC), 1701 Sunset Avenue, Rocky Mount, NC - Strategic Lease, Space Request #22-20: The committee approved the request for an additional 488 SF of storage space adjacent to their current lease space in Rocky Mount. The existing lease will be amended to add the 488 SF and the term for the additional space will have the same end date as the existing lease.

Action Items

1. Physical Master Plan (2020), Follow-up, Info Item 21.07: S. Jones-Humienny recapped from the previous USC meeting the committee's review of enrollment projections. The committee had questioned how the staff growth rate was determined and whether the current ratio of staff to students was adequate to support current enrollment. For the trend analysis, Staff Support pulled the data from Institutional Strategy and Analysis's "Factbook" website, which showed that from 2012 to 2021:
 - a. Student headcount enrollment grew 8% overall with the highpoint of 8% in fall 2021.
 - b. Faculty headcount enrollment also grew 8% overall with the highpoint of 9.7% in fall 2020.
 - c. Staff headcount enrollment grew 6% overall with the highpoint of 10.4% in fall 2019.Because staff position vacancy rates are currently significantly higher than normal, Staff Support recommended that staff growth match the student/faculty enrollment rates per college to provide the level of service needed to keep pace with growth. *The committee agreed with this recommendation for the time being with certain qualifiers: hybrid work arrangements, better work flow processes, and IT services should factor in to produce a more effective institution and the staff growth rate should be revisited in the future.*
2. Physical Master Plan Update: Principles, Processes, and Prototypes College of Engineering (COE) Growth Planning (Related to 2022 Academic Space Analysis (Info Item 22.04)): L. Moore presented the *COE Growth Update* dated 9/30/2022 with the college's three top priorities to: accommodate growth; consolidate

on Centennial Campus (CC); and reduce lease space/costs. She reviewed the amount of gross square footage required to address several scenarios with space needed to: accommodate COE growth only; relocate departments to CC; vacate lease space in developer buildings; and vacate lease space in the receipt-supported buildings (RSBs).

- a. Discussion ensued regarding the priority of consolidating COE on CC, especially concerning the move of the entire Nuclear Engineering program, in light of the CHIPS Act for federal funding. D. Morton noted that the Physical Master Plan is creating a process framework for strategic decisions like this. A. Knight stated the move would require further study for the planning and zoning implications.
- b. The committee acknowledged the top priority is to accommodate growth, but the relocation to CC needs further discussion vis-a-vis the Engineering first year experience with students and other colleges that deliver core curricula courses. They spoke to the urgency and significant funding needed to address this growth; moreover, the university is not in a position to sustain the 50/50 fundraising match for major capital projects going forward. Staff Support will put the COE Growth projects on the forthcoming Capital Budget Request to the UNC System Office (UNC SO). The growth needs to match the plan for space inventory increases/improvements.
- c. More study is needed for how best to reduce lease space. This includes funding/financing model options and more efficient use of space.

3. Capital Projects Planning: FY 2023-2025 Biennial Six Year Capital Plan (Info Item 22.03): Lisa Johnson presented the *FY2023-29 Six Year Capital Budget Request* dated 9/30/2022. The request is due 10/28/2022 and will require an interim USC review prior to its submission. As part of the Physical Master Plan, a process for planning new projects is underway. Until that process completes, Staff Support is drawing from the Integrated Priority List (IPL) of projects that are scored on several criteria by stakeholders in Facilities and across campus.

- a. The UNC SO instructions differ from previous iterations and list five components, including: minor/major Repairs and Renovations; major Appropriated Capital Improvements; and minor/major Non-Appropriated projects.
- b. The major projects are grouped into three categories:
 - i. the university's strategic initiatives, in priority order of (1) COE Growth Phase 1, (2) COE Growth Phase 2, and (3) the new CVM Equine Hospital
 - ii. underfunded capital projects underway
 - iii. IPL top ranked projects
- c. Discussion ensued regarding the strategic initiatives and whether Poole College of Management's (PCOM) request for a new building on CC should be included in this submission.
- d. *The committee endorsed the strategic initiative priority order as previously stated and determined that PCOM's new building request could be placed on the next 2025-27 Biennial Capital Plan after the study to move the college completes.*

4. Space Requests for Partners II, Suite 1200:

- a. CALS International Programs, Space Request #22-11
- b. COS Chancellor's Faculty Excellence Program (CFEP) Carbon Cluster, Space Request #22-12:

L. Moore outlined the competing requests from CALS and COS for the same space, currently allocated to CALS, who pays for the lease costs. *The committee prioritized re-assignment of this lease space, per the Space Principles, to the interdisciplinary, collaborative research efforts of the Carbon Cluster, who needs the additional office space Suite 1200 offers for new hires, as it is adjacent to their current office space in Partners II. Furthermore, it produces facilities and administrative (F&A) costs associated with sponsored research. The lease costs will be reassigned to COS.*

5. COE Chemical Biomolecular Engineering (CBE), Partners II Suite 2100, Space Request #22-22: L. Moore outlined the need for additional space for CBE's new hires who require fume hoods for their research. CBE also requested a no-cost lease for this space. *The committee approved the allocation of this space to CBE, determined that the current rent cost and support provided will remain as they are, and that COE needs to create efficiencies within their allocated space for the anticipated growth of the college.*

6. Leaders in Innovation and Nonwovens Commercialization (LINC) Warehouse Space, Strategic Lease, Space Request #22-21: C. Ross outlined the LINC space request and explained that rent for LINC's off-campus storage space had doubled recently due to market conditions and LINC seeks a more affordable space. LINC had requested assignment of the currently vacant space in CTI (at a sub-market rent), which remains vacant – or other on-campus low-cost space. Ross reported that Staff Support had not identified a suitable space and recommended that URED work with the unit to survey the market and either renew their lease or find new leased space. *The committee agreed that no on-campus space was available and determined that, given market conditions everywhere, LINC may need to renew their current lease, which expires in June of 2023 with an option to renew for 2 more years, as it is likely the best arrangement given the property's proximity to CTI; however, they may work with URED to consider other options. The committee agreed with URED's proposed strategy of separating the CTI space into two leases and seeking a market third-party tenant for the vacant space.*

Information / Discussion Items

N/A

Other Business

Provost Arden cannot attend the next USC meeting on 10/26/2022 but will appoint a delegate to attend in his stead.

Next Meeting:

October 26, 2022, 10:30 AM – 12:00 PM

Meeting Adjourned at 3:29 PM