

UNIVERSITY SPACE COMMITTEE MEETING (USC)**Monday, May 22, 2023****1911 Building, Conference Room 29****10:00 AM – 11:30 AM****Attendance and Distribution**

Members present: Warwick Arden; Charles Maimone; Mladen Vouk

Staff Support present: Alicia Knight; Cameron Smith; Christopher Ross; Cindy Barr; Don Hunt; Donna McGalliard; Doug Morton; Lisa Johnson; Lisa Van Roekel; Liz Moore; Sumayya Jones-Humienny

Staff Support absent: Adrian Day; Jonathan Horowitz; Margery Overton

Guests: Barbara Moses, Dana Harris

cc: Adam Brueggemann; Catherine Phillips; Jennifer Brady; Katherine Stewart; Kelly Wick

Approval of the Minutes

The minutes of the March 29, 2023 meeting were approved and have been posted.

Approval of the Consent Agenda

N/A

Action Items

- 1) University HR, Ombuds On-campus Office, Space Request #21-02 Update: S. Jones-Humienny explained that the new full-time, permanent Ombuds will require a dedicated office. (The previous Ombuds worked on a contract basis and was able to book conference rooms on campus during Covid.) Staff Support will pursue lease options in conjunction with on-campus, appropriated space. After performing a space audit of Broughton Hall, Staff Support proposes conditional approval of reassignment of Office 3177 (192 ASF), due to its lack of use, to the Ombuds on a temporary basis if lease space is not feasible, or until lease space becomes available. *The committee approved the conditional reassignment of the office pending discussion with Advancement regarding their space needs and utilization of this space. [Subsequent to the meeting, the approved determination was to lease space for the Ombuds.]*

- 2) Dabney Hall Renovation – Advance Planning (AP) Program and Strategic Swing Space Review in Broughton (Info Item 23.01): S. Jones-Humienny presented Interim Dean John Blondin's long-term faculty growth projections and compared them to the Advance Planning (AP) Program to discuss the funding and space resources needed:
 - a) The total of 16 new positions includes 13 research faculty plus 3 teaching faculty for the College of Sciences' (COS) Chemistry Department.
 - b) This brings the Chemistry Department's total research faculty to 41 Principal Investigators (PIs).
 - c) 29 PIs total will be in Dabney/Cox; 5 in Partners Building III; and 6 have been identified (to date) to go to the Integrative Sciences Building (ISB).
 - d) The Dabney renovation project will gain efficiencies to provide space for eight more PIs than exist today, totaling 40 labs and associated office space, across all facilities.
 - e) The total of 41 PIs versus 40 labs will result in a shortfall of one lab for the projected growth.
 The committee noted that several factors need to be determined, including:
 - a) Service course loads for the COS and College of Engineering (COE) majors' growth.
 - b) Split funding negotiated amounts to form five to six clusters in Chemistry and Biochemistry.
 - c) Legislative recurring funds for COE growth that will also impact COS and College of Humanities and Social Sciences (CHASS) faculty growth. Without additional funding, there will be no growth.

The committee expressed that these faculty growth numbers appear reasonable until the above factors are better defined.

Dabney will be renovated in multiple phases, starting with the 8th floor, but due to the disruptive nature of the demolition and construction work, the 7th floor will also have to be vacated and the occupants relocated to swing space. These top 2 floors have the most fume hood-intensive labs and require robust infrastructure for plumbing, mechanical, and electrical needs for swing space. The design team has investigated several swing space options including Broughton Hall North Wing, Varsity Research Building (VRB), and leasing

and/or purchasing modular buildings. The 3rd & 4th Floors of the North Wing of Broughton Hall are the top choice for the following reasons:

- a) Broughton is adjacent to Dabney; moreover, the preliminary test fit for the number of fume hoods and linear feet of lab bench work best.
- b) Any of the options will require significant investment to renovate into lab space, but Broughton will provide better return on investment: the Dabney project will use it for multiple years and so will other lab renovation projects to follow, whereas modular buildings will be removed after Dabney's use of them and VRB was already slated for the Department of Entomology and Plant Pathology per a previous USC assignment. Longer term, that portion of Broughton will remain in the building inventory.
- c) Because of Broughton's proximity, expensive equipment in the METRIC core lab does not need to be duplicated, whereas VRB and modular buildings (at the VRB site), would be too far and require more cost to duplicate equipment.

Therefore, Staff Support recommends that the Broughton Hall North Wing 3rd and 4th Floors be designated as strategic swing space for the success of the Dabney Renovation project. A similar large investment was made during the implementation of the 2000 Higher Education Improvement Bonds program projects when the VRB was built to house 10 modules of lab and office space for swing space but was permanently assigned to the colleges upon the completion of those projects. The partial renovation of Broughton will take approximately one year to design and one year to renovate at a cost of \$18 - \$20M.

S. Jones-Humienny noted that the following units will have to vacate the 3rd and 4th floors and move to new locations (TBD) within 12 months: COS IT personnel; University Fellowships Office; CALS International Agriculture Program; College of Education A.I. Grant; New Student Programs; and two meeting rooms being used as 110 Classrooms.

The committee approved this strategic swing space course of action and directed Facilities to proceed.

- 3) DASA, Holmes Hall Backfill (Related to Page Hall Backfill), (Space Requests for New Student Programs #21-28 and University Fellowship Office #21-29 – Temporary location in Broughton Hall): L. Moore presented the proposed plan to backfill Holmes Hall with other DASA units listed below that are stranded in Broughton Hall swing space. This move will occur when the Page Hall Renovation project completes in the summer of 2025 and the Study Abroad and Prague Institute units move from Holmes Hall to Page Hall. The advantages are:
 - a) The Disability Resource Office will consolidate, and gain needed space.
 - b) New Student Programs, with its new and transfer student-facing programs, will move to a permanent location near Talley Student Union and Witherspoon Student Center and co-locate adjacent to Exploratory Studies.
 - c) University Fellowship Office, who works with undergraduate and graduate students in all stages of the applications process for nationally competitive fellowships, scholarships, awards, graduate study, and research funding, will move to a permanent location near Harris Hall for co-location with student services.
 - d) DASA IT personnel will be strategically located across campus to provide services to DASA staff.

The committee approved this backfill plan.

Information / Discussion Items

- 1) Advancement Consolidation, Space Request #18-14 (Related to Holladay Hall Occupants & Administrative Principles (Info Item 21.08)): As they ramp up for a new fund-raising campaign, Advancement continues to identify space requirements for, and pursue a solution to, their space challenges. A. Knight recently discussed with them their outstanding space request and opportunities for leased space to assist in meeting their needs. Because the university's strategic priorities are to address space needs associated with Engineering North Carolina's future, there is no on-campus space identified to become available in the short term for Advancement.

Furthermore, no central funding is available to pay for their lease. Advancement is unable to commit funding to accommodate a more comprehensive consolidated space lease (\$350K/year estimated). Therefore, Real Estate is looking for leased space options with a cost of +/- \$100K annually (approximately 3,000 – 5,000 RSF). This would accommodate growth only; consequently, Advancement is not able to vacate Winslow Hall, which would have helped to resolve the Office of the Provost's outstanding space requests.

Staff Support and others have observed that Advancement is not well utilizing their temporarily assigned space in Broughton, except for the Call Center that primarily operates during the evening. A. Knight reported that during their meeting, Advancement shared that their staff regards Broughton as poor-quality space. They have been working in hybrid/remote arrangements, using other on-campus spaces for accommodating donor meetings.

Because the committee designated Broughton as a strategic swing space building, they requested that Staff Support approach Advancement about their utilization of the assigned Broughton space (consistent with protocol to investigate underutilized spaces). However, to enable the strategic swing space use approved by the committee for the successful outcome of Dabney Hall Renovation project underway, this, and other space within Broughton, will need to be consolidated and/or vacated within 12 months.

- 2) Campus Development Committee Process from Physical Master Plan (PMP), (Info Item 21.07): D. Morton presented clarifications to the process arising from the PMP to make it more collaborative as resources become available. The three members of the USC will become the Campus Development Committee (CDC) and oversee the Campus Planning Subcommittee, led by L. Johnson, and the Project Execution Subcommittee, led by C. Smith. The CDC will provide strategic direction for cross-disciplinarity and partnerships with approvals at key decision-making points that involve multiple stakeholders along the way. L. Johnson is meeting with K. Wick to determine how to transform the USC, which is an Administrative Advisory Committee, into the CDC. An orientation program is being developed for implementation this fall that will train stakeholders about university space and infrastructure needs and State Construction Office and other requirements.
- 3) College of Engineering (COE) Growth, Projects Cost Summary, (Info Item 21.12): D. Morton introduced the spreadsheet used to track projects with the \$30M funding allotted to grow the COE, with \$18M designated for Centennial Campus (CC) and \$12M designated for Mann Hall. L. Moore reviewed the spreadsheet by grouping.
 - a) The Research Building IV (RB IV) projects for Computer Science (CSC) Center for Informatics, COE Communications, 110/Engineering Online (EOL) Classroom and Civil, Construction and Environmental Engineering (CCEE) teaching lab are underway.
 - b) Projects for Electrical and Computer Engineering (ECE), Aerial Experimentation and Research Platform for Advanced Wireless (AERP), Interdisciplinary programs, and remaining spaces that are, or will become, available are rolled into one project for economy of scale and efficiency of project management that will be advertised in June.
 - c) A Mechanical and Aerospace Engineering (MAE) lab will backfill Engineering Building III (EB III) 1309 vacated by COE Communications. This will convert office space to lab space for a new COE growth faculty hire.
 - d) ECE Graduate and Undergraduate Advising needs an office suite renovation to resize and provide more offices to accommodate additional staff.
- 4) Academic Space Analysis 2022 Update, (Info Item 22.04): S. Jones-Humienny gave an update on the progress. For Round 1 meetings, Staff Support has met with 10 of the 12 colleges, including the Grad School and DASA, and will also meet with Registrations and Records and Digital Education and Learning Technology Applications (DELTA). Staff Support is in the process of vetting the data with Institutional Strategy and Analysis (ISA), Enrollment Management and Services (EMAS), and the colleges and summarizing the meeting notes. A second round of meetings will occur in the fall to review and make any final adjustments, then Staff Support will report the findings to the USC.

Other Business

1. The following members have been added to the Staff Support subcommittee:
 - a) Cindy Barr, EMAS Vice Provost for Strategic Initiatives and Chief of Staff, will attend for Don Hunt.
 - b) Donna McGalliard, DASA University Housing Associate Vice Chancellor (Interim), will attend at the request of DASA VC and Dean Doneka Scott.

Next Meeting:

Monday, June 26, 2023, 1:30 PM – 3:00 PM in person in Holladay Hall Conference 18.

Meeting Adjourned at 11:18 AM.