

## UNIVERSITY SPACE COMMITTEE MEETING (USC)

June 26, 2023

Holladay Hall, Conference Room 18

1:30 PM – 3:00 PM

### Attendance and Distribution

Members present: Warwick Arden; Charles Maimone; Jon Horowitz as delegate for Mladen Vouk

Staff Support present: Alicia Knight; Christopher Ross; Cindy Barr; Donna McGalliard; Doug Morton; Jonathan Horowitz; Karen Creech; Lisa Johnson; Lisa Van Roekel; Liz Moore; Sumayya Jones-Humienny

Staff Support absent: Adrian Day; Cameron Smith; Don Hunt; Margery Overton

Guests: Dana Harris

Guests absent: Adam Brueggemann; Barbara Moses; Catherine Phillips

### Approval of the Minutes

The minutes of the May 22, 2023 meeting were approved with the addition of the determination made subsequent to the meeting for space will be leased for the Ombuds. The minutes have been posted.

### Approval of the Consent Agenda

N/A

### Action Items

1. Poole College of Management (PCOM) Entrepreneurship Clinic, Raleigh Founded Downtown Lease, Space Request #23-07: L. Van Roekel presented PCOM's request to extend their existing lease, which expires in July, through December 2023. They request to start a new, less expensive lease for a smaller space in a better location elsewhere as of January 1, 2024. The term would be for 31 months with flexibility of future extensions on an annual basis to allow for long-term occupation within Raleigh Founded. *The committee approved the current lease extension and the new 31 month lease with a renewal cap of three years in the new location.*
2. Facilities Division, Dabney Hall Renovation, Storage Lease, Space Request #23-09: S. Jones-Humienny explained that Staff Support, with Facilities Design and Construction, investigated numerous options for on-campus storage of the \$1M worth of equipment (lab benches and stools, fume hoods, sink cabinets, etc.) pre-purchased with Annual Spend Plan fiscal year-end funds. Broughton 1333 will be used, but other options, including Mann Hall, 2101 Blue Ridge Road, Armory Building, and Materials Support Warehouse, were eliminated due to the lack of adequate amount of, or proper access to, the space; therefore, up to 10,000 SF of conditioned warehouse lease space is needed for up to two years until the Broughton North Wing 3<sup>rd</sup> and 4<sup>th</sup> Floor renovation project is ready for equipment installation. The cost will be up to \$149,000 per year. A. Knight noted that there are not many options for this type of space in the area for a delivery date of July 15, 2023. *The committee is concerned about the cost and asked about early cancelation terms. University Real Estate and Development (URED) would have to negotiate those, if needed. The committee approved the storage request in concept, but requested that more options farther out for less cost be investigated.*

### Information / Discussion Items

1. Academic Space Analysis 2022 Update (Info Item 22.04): S. Jones-Humienny stated that the first meeting with each college, including Registration and Records for 110 generally-scheduled classrooms, has completed and their review of this data is underway. L. Moore noted that the Smith Group, hired as part of the Physical Master Plan effort, will kick off a classroom study to review 110 generally-scheduled classroom needs holistically. Part of this study involves determining the right sizes and types of classrooms needed by neighborhood. Policy changes for scheduling are likely needed to increase space utilization. Benchmarking against other institutions will also be reviewed. *The committee agreed with this approach, especially as it pertains to extended scheduling. They remarked that it is challenging to fund more space when the existing is not well utilized.*
2. College of Engineering (COE) Growth, Relinquishment of Partners II 3rd Floor Incubator Space, (Information Item 21.12): L. Moore explained that because the incubator spaces have fume hoods, COE is proactively trying to acquire them for faculty hires in Chemical and Biomolecular Engineering, who are the primary

occupants on this floor. She said at the time of COE's space request, no faculty hire was identified, but more recent information has identified the hire. A. Knight noted that the incubator spaces are not well utilized, and currently 3570 and 3580 are vacant. URED is investigating a new lab co-working model as another alternative since this space will likely be needed for COE's growth long-term. *The committee stated that the university needs principles for growth to align with policies and vice versa. In the meantime, COE should continue to submit space requests for specific hires in funded positions. They approved the space request pending receipt of the resubmission identifying the new hire that will go to vacant incubator labs 3570 and 3580. The committee requested an updated on the status of COE growth net new hires.*

3. Study Updates (Info Items 23-05):

a. Schenck Forest Multi-Purpose Building Study #202213042:

The purpose is to provide a new facility for teaching, research, engagement and recreation in a research forest environment. This forest is also open to the public. Siting options for the building in this 245 acre forest need to be easily accessible from the forest access road for wayfinding, accessibility, and convenient for bringing in site utilities from Reedy Creek Rd. The proposed 5,500 GSF building has a large, divisible classroom, some office and conference space, display areas and restrooms with shower facilities. The study is 95% complete; however, late in study, the core team discovered a "legacy" low-level radioactive waste (LLRW) repository nearby that requires further investigation of the distance the proposed building must be from it, plus other requirements as use of on-site septic fields or well water may not be allowed. Next steps include meetings with EH&S to determine LLRW building restrictions.

b. Poole College of Management (PCOM) New Facility Study #202213035:

The purpose is to investigate options for relocating and growing PCOM enrollment by 5% and providing space for programs and initiatives they are not able to implement due to a lack of space. The program is based on the worst-case scenario for including all classrooms and new initiatives/programs needed. The design team is test fitting the program on five site options (from the Physical Master Plan (PMP)) and determining pros and cons on North and Centennial Campuses based on the criteria ranked by the Core Team, Steering Committee, and faculty and staff. (The determination to reduce the program will be made when it becomes a funded project based on the future site selection as the program may be influenced by the timing of COE's new building.) The study is 90% complete. There may be \$10M in the state legislature's budget to begin design.

c. Administrative Services Space Analysis #202313017:

The purpose is to evaluate six buildings that have administrative space on Central and South Campus (with units listed in parentheses): Administrative Services Annex (Libraries); Administrative Services I (Finance, Transportation, Purchasing, and Campus Enterprises); Administrative Services II (Finance, Budget, HR); Administrative Services III (Facilities, the decommissioned Data Center 2 for ComTech, Office of Research and Innovation and Sponsored Programs & Regulatory Compliance); Joyner Visitor Center (Finance Foundations Accounting and Investment (FAI), HR (Advancement, Parents and Family Services, and the Visitors' Center); and Western Blvd Business Services (Finance FAI and Payroll). A design team will investigate optimizing program adjacencies, hybrid work arrangements, and maximizing workstation and office efficiencies by work functions with furniture reconfigurations to gain people space. Next steps include determining the scope and advertising for a designer.

**Other Business**

1. L. Moore will leave Facilities Campus Planning and Strategic Investment to start as the College of Engineering's Facilities Director on June 27<sup>th</sup>. As of today, Karen Creech, Facilities Planner with Campus Planning and Strategic Investment will be joining Staff Support.

**Next Meeting:**

Subsequent to the meeting, the July Meeting was canceled due to a light agenda; therefore, the next meeting is on August 28, 2023, from 1:30 PM – 3:00 PM.

**Meeting Adjourned at 3:00 PM.**