



Space Allocation Committee

Meeting Minutes

Oct 10, 2017 2:00 – 3:00

In Attendance:

Thomas Chase – Provost and Vice President (Academic)
David Malloy – Vice President (Research)
Dave Button – Vice President (Administration)
James D’Arcy – Registrar
Nelson Wagner Associate Vice President – Facilities Management
Neil Paskewitz – Director – Planning, Design & Construction
Alex Buehler – Manager Campus Planning & Design

Notes:

- New/updated items are highlighted in **bold**.
- To view an Annex/Appendix referenced in earlier updates, refer to the Space Allocation Committee Meeting Minutes provided for that date.
- Minutes are posted at <http://www.uregina.ca/president/committees/sac.html>

Meeting Agenda:

Facilities Update

Schedule for 2017 upcoming Space Allocation Committee meetings:

- Tuesday 10 Oct at 2:00 pm
- Tuesday 21 Nov at 3:00 pm
- Monday 18 Dec at 2:30 pm
- Monday 22 Jan 2018 at 2:00 pm
- Monday 26 Feb at 1:30 pm
- Monday 26 Mar at 1:30 pm
- Monday 23 Apr at 2:00 pm
- Monday 21 May at 2:00 pm
- Monday 18 June at 2:00 pm

- All meetings will be held in AH 510.1

A. Updates from ULT

Academic:

1. Arts

1.1 November 25, 2014 New Space Request:

714178 Psychology Research Facilities – (Nick Carleton)

The Department of Psychology (Nick Carleton) has applied for a grant to fund a research project which will require approx 3,000 ft² of space. FM is looking into options including leasing space at Innovation Place.

April 21, 2015 Update: FM reviewed space at Innovation Place which would accommodate the research requirements. IP has confirmed that this space is still available. The Researcher has stated that the funding source is in final approval stage.

March 20, 2017 Update. Project is on hold pending funding approval.

2. Business Administration

3. Centre for Continuing Education

4. Centre for Teaching and Learning

5. Education

5.1 November 21, 2016 New Space Request: Professor Patrick Lewis would like to install a sweat lodge structure on the main campus near the Education Building for instructional purposes. FM met with Dr Lewis to review options and has identified 2 possible locations. Prior to making a recommendation FM will be checking with FNUniv and the Indigenization Lead Office to see if there are possible collaborative options. Professor Lewis will also be providing a written submission to SAC.

March 20, 2017 Update. FM has not yet received Dr Lewis' written statement. SAC has parked this item until the written statement is received.

5.2 November 21, 2016 New Space Request. The faculty of Education has been running an outdoor ED program from a room in the basement of the College Building for the past 30+ years. This involves a prep and storage area for cross country skis and snowshoes. They will need to vacate the College Building during the construction phase of the CAC Redevelopment project. They are requesting alternate space during construction as well as permanent space in the redeveloped College Building. FM has explored options for temporary space and is recommending the following:

- 1) Temporary allocation of space in the basement of Darke Hall during construction of the CAC project. This will be coordinated with completion of the current Darke Hall renovations.
- 2) A permanent allocation of 200 ft² of "caged" space in the general building storage area in the basement of the redeveloped College Building.

5.3 November 21, 2016 Update: The Space Allocation Committee has recommended that FM work with the faculties of Education and Kinesiology to explore options for storing this equipment on the main campus.

March 20, 2017 Update. Prof Nick Forsberg running the program has assigned the equipment to students to take home for the winter term. FM will meet with the two faculties to see if a location on the main campus is possible.

6. Engineering

6.1 March 20, 2017 Request. The Faculty of Engineering has seen an increase in student enrollment from 880 in 2012 to 1387 in 2016. They have requested FM's help in assessing their program space needs. FM will be meeting with them on March 23, 2017 and will brief SAC at a later meeting.

6.2 April 17, 2017 Update. FM met with the Faculty of Engineering and Applied Science and discussed a plan for providing them with a micro space assessment.

May 15, 2017 Update: Engineering will be meeting with FM near the end of May to review the current space assignments.

June 19, 2017 Update: FM has completed a campus audit of the existing space assignments with the faculty administrator to confirm space usage. FM will compile the micro space assessment and report results at a future SAC meeting.

7. MAP

8. La Cite

8.1 November 21, 2016 New Space Request: The Le Bac program has asked for re-allocation of the LI Theatre (LI 215) from Conference Services to Le Bac for use as a classroom. Student Affairs has provided room usage data to justify keeping this room bookable for broad campus use. The Registrar's office has checked the classroom inventory and feels they can accommodate Le Bac's classroom needs within the UofR classroom inventory but this would not be in the LI Building.

FM met with Laurie Carlson Berg to review this request and explore possible options. The reason for the request of a larger classroom is a result of an increase in enrollment in the Bac program. FM suggested that a possible renovation of LI130 and LI131 could solve the space requirements. These two classrooms are assigned to La Cite. The renovation would involve removing the fixed wall between the two classrooms and installing a folding acoustic partition that could open the two rooms into one.

Recommendation: That the Bac program work with FM to explore converting the two classrooms into a more flexible space.

March 20, 2017 Update. FM has provided options for a folding acoustic partition between LI130 & LI131. After discussion on possible options SAC committee members agreed that this solution would not be approved. The Registrar recommended that his office will review the classroom request to see if the course can be accommodated in the general classroom pool on campus.

June 19, 2017 Update: The Registrar's Office will check their classroom inventory to see if they can accommodate the room size needed.

9. Johnson-Shoyama Graduate School of Public Policy
10. Kinesiology & Health Studies
11. U of R Faculty of Nursing
12. Science
13. Social Work
14. Student Affairs

14.1 March 20, 2017 Information Item: Student Affairs (SA) is exploring the possibility of creating a central testing facility to provide testing services to all the faculties across campus. The central test facility would be more efficient than the current method of delivering this service through each faculty. Space for this facility will be accommodated in SA's current assignment. FM is working with Student Affairs on layout options and budget requirements. After discussion SAC agreed that this project should proceed to the next phase of design development.

15. UR International

Administration:

16. Facilities Management

16.1 November 21, 2016 New Space Request: Parking Services has asked for additional space to accommodate office expansion. FM Planning will assess their space needs and report at a future SAC meeting.

17. Financial Services
18. Human Resources
19. Information Services
20. Library
21. Resource Planning
22. Enterprise Risk Management

Research:

23. Graduate Studies and Research

23.1 March 20, 2017 Space Update. The Graduate Students Association was recently relocated to space in Campion College in order to accommodate the space needs of the Indigenization Lead offices in the RIC building. Since moving into Campion they have identified a list of concerns to FM including consideration of a future move to a location more in the heart of the campus. SAC recommended that FM consider the GSA space needs if and when space becomes available elsewhere on campus.

24. Institute for Energy, Environment and Sustainable Communities (IEESC)
25. Research Office
26. University Press

26.1 September 11, 2017 Information Item: FM met with UR Press to review their space requirements. Their current location in 2 Research Drive will not accommodate expected growth and they have had issues with the lack of security and privacy due to the building

floor layout. They have requested additional space and/or relocation to the current JSGS office space on level 1 when it becomes available next summer. SAC reviewed the request and recommended that UR Press space requirements be factored into the University's overall plan for space at 2 Research Drive. The space review will be undertaken by FM.

- 27. Centre canadien de recherche sur les francophonies en milieu minoritaire
- 28. Centre on Aging and Health
- 29. Humanities Research Institute
- 30. Indigenous Peoples Health Research Centre
- 31. Saskatchewan Population and Health Evaluation Research Unit
- 32. Canadian Centre for Public Safety and First Responders
- 33. Office of VP Research

33.1 717017 PTSD Research Centre (Steve Palmer)

September 22, 2016 New Space Request: Steven Palmer has requested space for a large research project which would be developed over a number of years that could potentially involve 100+ researchers and 10-15,000 ft².

FM will review this request to establish space requirements when project approval is in place.

33.2 717022 Stats Can RDC Centre (Raymond Deschamps)

November 21, 2016 New Space Request – Information Item: VP Research has requested 2000 ft² for a new multi-purpose secure data analytics facility. FM has reviewed options with Innovation Place and identified possible locations. No action needed at this time.

March 20, 2017 Update: The project scope has been expanded. Three provincial ministries (Justice, Advanced Education and Economy) are interested in partnering with the University to pursue and become users of a Stats Can RDC. ISM has also stepped forward as a partner. Most recently, the SK Health Quality Council has become involved but has not committed to the partnership. A joint committee has been established to determine the feasibility of this project. Funding and leasing are being evaluated. An option for the working model partnership would be to (sub)lease some currently vacant space from ISM's facility at 1 Research Drive. Other options include leasing space from Innovation Place in one of their other buildings. FM will provide support to determine requirements and project costs.

June 19, 2017 Update: The University has had further discussions with the partners and is working on a possible solution for space at ISM. Raymond and FM will meet with ISM to review space options and report to SAC at a future meeting.

September 11, 2017 Update: The ISM space option has been taken off the table. FM is looking at alternate space in 2 Research Drive.

October 10, 2017 Update: FM met with Innovation Place to explore other space options. 2 potential locations have been identified in 2 Research Drive and will be discussed at the next joint meeting on October 11.

33.3 Psychology Research Space Request – (see item 1.1) 714178 Psychology Research Facilities – (Nick Carleton)

- 34. External Relations

35. Presidents Office

35.1 May 15, 2017 Space Request: The UR Safe program has requested temporary office space for a one year trial period. The location would preferably be branded as a space for students, staff and faculty to come if they are looking to talk about sexual assault, gendered violence or any "unsafe" personal safety concern. The space is also seen as a "come and go" home for the personal Safety Coordinator from Campus Security.

June 19, 2017 Update: FM looked for possible locations on campus but no suitable options were found. The project lead asked that the former kiosk space in the Education building "rainbow" study area be considered for this use (see also item 14.2 and 38.1). The former kiosk space would require renovations to make it functional.

SAC advised that the University did not secure funding for the UR Safe position and that a more suitable location for an information drop-in function should be explored in Student Affairs or Campus Security office space. FM will review possible space options with Student Affairs and Campus Security and report to SAC at a later date.

35.2 June 19, 2017 New Space Request: Asia Pacific Office. FM met with Dale Eisler and Victor Thomas to discuss space requirements. A single administrative office for the director with access to a meeting room would be required. Their preference is somewhere on campus but space at Innovation Place would be acceptable.

After discussion SAC requested FM provide additional information on usage.

September 11, 2017 Update: FM found a possible solution at 2 Research Drive in an office not assigned to but occasionally used by the IEESC. The AVP Research advised that IEESC will vacate office 2R 261 to accommodate the space needs of the Asia Pacific office. SAC approved a one year term.

October 10, 2017 Update: Innovation Place has reviewed and approved the space allocation for this office. This item closed.

36. CUPE 2419

37. URFA

38. URSU

39. Day Care

External Partners:

42. Campion College

43. Innovation Place

- 43.1 Amount of space leased
- 43.2 Amount currently available at IP
- 43.3 Amount of new space coming up at ISM

44. Canadian Police Research Centre

45. First Nations University

46. Big Sky Centre for Learning and Being Astonished!

- 47. Regina Public Interest Research Group
- 48. Indigenization Office

Next Space Allocation Meeting: Tuesday November 21, 2017 at 3:00 pm
Location: AH510.1