



Space Allocation Committee

Meeting Minutes

January 12, 2012, 1:00 – 2:30

Room: AH527

In Attendance:

Dave Button – Vice President (Administration)
Thomas Chase – Provost and Vice President (Academic)
Dennis Fitzpatrick – Vice President (Research)
Nelson Wagner - Associate Vice President (Facilities Management)
Neil Paskewitz – Director – Planning, Design & Construction

Meeting Agenda:

- A. Facilities Update - 5 minutes
- B. Space Analysis Presentation – 25 minutes
- C. Review updates/requests received from University Leadership Team – 30 minutes

Notes:

- New/updated items are highlighted in **bold**.
- To view an Annex referenced in earlier updates, refer to the Space Allocation Committee Meeting Minutes provided for that date.

A. Facilities Update

1. Student Housing Expansion – October 3, 2011 Update: The University is awaiting confirmation of the requested government contribution.
2. College Avenue Campus Advisory Committee - October 3, 2011 Update: Advisory Committee continues to explore possibilities for partnership opportunities.

3. Detailed Space Study:

- a. October 3, 2011 Update: A Space Study was prepared as part of the Technical Analysis for the Campus Master Plan. General findings of the Space Study are provided in the Plan on page 41. The study identified areas of opportunity, including improved utilization of classrooms, and a possible over-allocation of instructional labs, with a recommendation that further detail be assembled on these and other potential opportunities. This next phase will be done in close collaboration with the Faculties and Departments, and will commence immediately. Results of the detailed Space Utilization Strategy will be presented to Finance and Facilities on February 7, 2012. The draft report will be presented to the Space Allocation Committee at the December 16, 2011 SAC Meeting.

An overview of the approach and planned outcomes will be provided by the project team. See Agenda in attached Annex B.

November 21, 2011 Update: Report is in progress and is on track to present finding in December SAC meeting.

January 12, 2012 Update: Nelson Wagner provided an update of the Study, including:

- Purpose of Study
- Basis of Study
- Status of study
- Preliminary findings - see handout with explanations
- Caveats
- Next steps
- Timelines

B. Updates from ULT

Academic:

1. Arts

1.1 Thomas Hadjistavropoulos – October 29, 2009 - Requesting space for motion lab – current space in Classroom does not fit testing equipment.

June 21, 2010 – no solution in place at this time.

October 3, 2011 – Update: Dr. Hadjistavropoulos has a CFI application in place, with a request for 2000 Sq Ft of space.

October 3, 2011 Space Allocation Committee decision: SAC will support the CFI submission with a commitment for space based on the detailed programming requirements.

November 21, 2011 Update: Dr. Hadjistavropoulos has expressed interest in CK210 space based on its condition and existing layout being close to the requirements, and therefore minimizing the renovation cost.

November 21, 2011 Space Allocation Committee Decision: The committee requested that further options for alternate space, or space sharing scenarios be explored. For the present

state of the CFI submission, CK210 can be considered committed to Dr. Hadjistavropoulos for this purpose, starting January 1, 2013.

January 12, 2012 Update: Dr. Hadjistavropoulos/Faculty of Arts would like to commit funds to design of CK210, but there is not yet commitment to the location. At this point, SAC has committed 'space' and CK210 is an option. The VP Research has also committed that Dr. Hadjistavropoulos can carry in his CFI application the funds equivalent to the fitup costs for CK210. Faculty of Arts is willing to fund the design in advance, with the risk that if the CFI does not go through, they will lose the design investment.

January 12, 2012 Space Allocation Committee Decision: The Space Allocation Committee maintains the commitment of CK210 to Dr. Hadjistavropoulos based on approval of the CFI funding request. Understanding that Dr. Hadjistavropoulos wishes to proceed with preliminary design of this space to advance the preparation for the project and supplement the CFI application, the Committee commits that design fees of up to \$10,000 can be invested without risk due to alternate space allocation at a later date.

1.2 Heather Hadjistavropoulos – Space Request January 14 – 2010.

June 21, 2010 – Space for this request has not been identified. Heather has commenced fund raising for development of Psychology Teaching Lab.

June 21, 2010 – Space Allocation Committee has stated that fund-raising activities must be placed on hold until space has been allocated for this purpose. This is similar to the process for CFI grants, where space must be committed by the University prior to proceeding with an application.

September 10, 2010 Update: Options have been identified, but there is no recommendation at this time. Proposal to be developed and with approval of the Arts Space Committee and Dean, a recommendation will be tabled at the December SAC meeting.

November 10, 2010 Update: Planning in progress.

2. Business Administration

2.1 November 21, 2011 Request: Business Admin has growing faculty office requirements. The first step to address this involves conversion of existing grad student space. Next step will require decommissioning Classroom ED542. Consultation with the Registrar's Office indicates that this classroom is well used by the RO, therefore alternative options are being explored.

2.2 January 12, 2012 Update – With no alternative options, FM recommends that ED542 (classroom that holds 20-24 students) be converted to Grad Student space.

January 12, 2012 Space Allocation Committee Decision: Approved.

3. Centre for Continuing Education

3.1 January 12, 2012 Update: Reminder that there is critical need for space to adequately serve ESL. They are grossly under-accommodated with currently 3-4 faculty per office, and space scattered over the campus sometimes in sub-standard conditions.

January 12, 2012 Space Allocation Committee Decision: A working committee will be organized through the office of the Provost/VP Academic to examine short term and long term solutions for ESL.

4. Centre for Teaching and Learning

5. Education

6. Engineering

6.1 November, 2011 Request: Dena McMartin has requested a space swap to consolidate her research activities. She presently occupies RI445, plus has some equipment in TD103. She requests assignment of RI439 to accommodate her grad student and research requirements. **November 21, 2011 Space Allocation Committee Decision:** This request is on hold pending further study.

January 12, 2012 Update: A meeting and tour took place January 4, 2012 with Dennis Fitzpatrick, Paitoon Tontiwachwuthikul, and Dena McMartin to review space requirements. Key benefits to the space swap:

- Consolidates lab activities and equipment at one location.
- Risk mitigation - all students in a single, supervised laboratory space easily accessed and monitored by PR and Security personnel; all equipment and supplies in a single space (no more transportation of materials in private vehicles from TDF to RIC)
- All students in a single space builds more cohesion in research, more efficient problem solving within the group, development of a team, and a safer work environment when they feel like part of a team watching out for each other.

FM is recommending allocation of RI439 to Engineering for use by Dena McMartin. RI445 will be removed from the inventory of space allocated to Faculty of Engineering, and will be classified as unallocated space.

January 12, 2012 Space Allocation Committee Decision: Approved.

6.2 November, 2011 Request: Gordon Huang, Engineering and Applied Science. CFI

Application: Integrated Flood Simulation and Risk Assessment Associated with Western Canadian Climate Modeling. Planned location for related equipment was ED130 and RIC440. In review of the space requirements, RI440 does not seem practical for the model which is estimated at 10 m x 2 m. The model would not fit within this lab, and even after reducing the model size, it would require demolition of three existing wet lab modules to accommodate. Recommend that Gordon Huang be allocated RI-436. This room was originally allocated to Engineering as support space for RIC wet lab functions and was not required. It is currently unallocated. Engineering had requested earlier that the space be used for grad students but this was declined by SAC. The room is roughly finished with drywall, lighting, and workbenches, and unfinished floor and ceiling. Configuration of the

room is ideal for the model. The use of this lab for Gordon's model aligns with the originally intended use as lab support space. Recommend allocation of this space to Engineering for this purpose.

January 12, 2012 Space Allocation Committee Decision: Approved based on approval of CFI application.

- 7. Fine Arts
- 8. Institut francais
- 9. Johnson-Shoyama Graduate School of Public Policy
- 10. Kinesiology & Health Studies

10.1 June 30, 2011 – New Space Request: Dean of Kinesiology has requested space in CK210 to facilitate expanded Lab facilities for delivery of the growing undergrad program. The CK210 space is presently allocated on a temporary basis to Science (for Grad Student space), for a term ending December 31, 2011. More background on the Kinesiology request will be developed.

10.2 November 21, 2011 Update: In a Space Allocation Committee decision in early November, KH&S was allocated temporary occupancy of CK210, for a period starting January 1, 2012 and ending December 31, 2012. Science has found alternate temporary space within Science allocated space, and has vacated CK210.

- 11. Library
- 12. Nursing

12.1 November 21, 2011 Update: The U of R Nursing Faculty has started long term planning to accommodate second and third year programming.

January 12, 2012 Update: Verbal update.

- 13. Science

13.1 **January 12, 2012 New Space Request – Chris Yost has an existing CFI Funding Application in place: Identifying Therapeutic Targets for Personalized Medicine through Comprehensive Mapping of Pathogen Membrane Interactions. The original submission stated that the CFI funded equipment would fit within existing Science Space within RIC (RI-231). Upon further review of the equipment size and space requirements, it has been determined that RI231, at 102 SF will not accommodate the equipment. Yost is requesting RI541 (1128 SF). Background on request is attached as Appendix A. RIC541 will provide important strategic research and competitive advantages by creating new synergies with EQAL2 and improving the potential success of the grant application.**

January 12, 2012 Space Allocation Committee Decision: Approved based on approval of CFI funding application.

- 14. Social Work
- 15. Student Affairs

- 15.1 November 21, 2011 Update: Exploring options for the Aboriginal Student Centre. The Provost/VP Academic is initiating a discussion with the group and stakeholders to set a new vision for the centre. Once this is established, FM will explore options to meet the space requirements.

January 12, 2012 Update: Allocation of alternate space for the Aboriginal Student Centre is on hold pending further discussion.

16. UR International

Administration:

17. Facilities Management

- 17.1 **January 12, 2012 Information Item – a new ATM is planned to be located either in main floor of RIC or in the cafeteria area of LB. This item closed.**

18. Financial Services

- 18.1 November 21, 2011 Request: Supply Management Services has outgrown their current space and have requested options for expansion or alternate location.

19. Human Resources

20. Information Services

- 20.1 **January 12, 2012 New Space Change-of-Function Request – Information Services has requested that ED137 (approx. 1100 Sq Ft) – Screening Room C be converted to office space. This space is presently assigned to IS, and bookings are managed through IS and not the Registrar or Conference Services.**

January 12, 2012 Space Allocation Committee Decision: The use of Screening Room C for Information Services offices is approved on a temporary basis. Minimal modifications of the space will be permitted, as the space may revert to classroom use based on future requirements.

21. Resource Planning

22. Enterprise Risk Management

Research:

23. Graduate Studies and Research

24. Institute for Energy, Environment and Sustainable Communities

- 24.1 November 21, 2011 Update: FM Planning has completed a program space assessment which was approved by Bob Schad and Gordon Huang. Preliminary design is progress. Additional lease space of 200 Sq. Ft. will be required. This additional space has been approved by Innovation Place.

January 12, 2012 Update: As a clarification, the UILO space is not required after the temporary use by Financial Services, and the lease will be terminated. This item closed.

25. Office of Research Services

- 26. Canadian Plains Research Centre
- 27. Centre canadien de recherché sur les francophonies en milieu minoritaire
- 28. Centre on Aging and Health
- 29. Humanities Research Institute
- 30. Indigenous Peoples Health Research Centre
- 31. Prairie Particle Physics Institute
- 32. Saskatchewan Population and Health Evaluation Research Unit

Other:

- 33. External Relations
- 34. Presidents Office
- 35. CUPE 2419
- 36. URFA
- 37. URSU
- 38. University Club

External Partners:

42.0 Campion College

42.1 Campion has also expressed interest in taking ownership of corridor office space.

Presently there are no alternatives for the space shuffle that would enable this.

December 20, 2010 Update. For information – FM searched through the agreement records and reported that the Campion College space currently occupied by the U of R is in fact owned by the U of R.

March 8, 2011 Update: Transfer of ownership to Campion College, if approved, cannot occur until new space is found elsewhere on campus for current occupants.

June 30, 2011 Update: Campion College has requested valuation of space. Cost implication to the University is approximately \$2M to create alternate space.

43. Innovation Place

44. National Research Council

45. Canadian Police Research Centre

46. First Nations University

47. U of S College of Nursing

47.1 June 11, 2009 Update/Information Item - Four offices have been leased to U of S College of Nursing. Previous SAC decision allocated two seats in CK210, with the remaining offices CK164.20, and CK164.21 being loaned from CK. This has been modified - rather than CK210 space, two offices have been borrowed from FGSR.

September 17, 2009 Update: A lease agreement has been signed which includes CK144, CK146, CK164.20, and CK164.21 for the period July 1, 2009 to June 30, 2010.

This item will be closed.

December 18, 2009 Update: On January 12, 2010, U of S requested extension of this lease by 1 year. Availability of this space (by CK and FGSR) has not yet been confirmed.

June 21, 2010 Update: U of S faculty will be vacating space leased from SIAST Wascana as early as 2012. They are exploring options including space at FNUUniv as well as a stand-alone building to accommodate these faculty and their College of Medicine requirements in Regina. The outcome of the Facility Planning Study being done for the South Saskatchewan Academic Health Sciences Network will help guide and/or direct the solution.

November 8, 2010: Lease has been renewed to June 30, 2011. Additional extensions will be required based on development planning for College of Nursing.

December 20, 2010 Update. FM is working with U of S to find leased space options in Regina to accommodate their program.

June 30, 2011 Update: FM toured on April 18th with U of S Nursing representatives, examining possible locations such as the Orr Centre on Lewvan Drive.

October 3, 2011 Update: Orr Centre has been examined and deemed not feasible. Exploring other possibilities.

November 21, 2011 Update: In a recent meeting with the South Saskatchewan Academic Health Sciences Network, the U of S will be working with SIAST Wascana Campus, FNUUniv, and possibly the U of R/Innovation Place to meet short term office requirements for Sept, 2012.

January 12, 2012 Update: U of S has now identified their actual space needs from teaching and research space thru to office space. The Registrar will be looking at classroom space, and FM is reviewing requirements for office space. Most likely option is a small increment of office space potentially in Innovation Place. The U of R does not have any simulation labs, so the U of S is looking to SIAST and RQHR for assistance in this area.

Next Space Allocation Meeting: tba

December 12, 2011

To: Mark Brigham, Dept. Head Biology; Lynn Mihichuk, Dept. Head Chemistry and Biochemistry
From: Chris Yost, Canada Research Chair, Biology
Re: Proposal to associate RIC541 with the Faculty of Science CFI proposal

This memo presents our proposal for connecting the recently constructed lab space in Research and Innovation Centre (RIC), room 541, with our U of R supported CFI New Initiatives Fund (NIF) application (full proposal to be submitted April 2012). After review of potential space locations, and careful considerations of the CFI review criteria we strongly think that securing RIC541 will provide important strategic research and competitive advantages by creating new synergies with EQAL2 and improving the potential success of our grant application.

The high resolution mass spectrometry requested in the CFI proposal requires a 3m x 5m footprint for operation (please refer to the attached equipment specifications). The research group involved in the CFI application has explored other possible space options, including the assigned spaces of the grant applicants. However, the labs of Yost, Dahms, and Stavrinides are already at maximum capacity, and in some cases are over capacity. Attempting to locate the equipment in any of these labs would require costly renovation and more importantly, would undermine our lab layouts that have been designed to maximize our students' research efficiency. The research lab assigned to Babu (new hire in Chem/Biochem) is not large enough to accommodate the substantial footprint of the CFI infrastructure, such that attempting to locate this equipment in his lab will constrain his ability to use his space efficiently for maximum graduate and undergraduate student training. In fact, locating multi-user research equipment into any single PI's lab is not appropriate as this would introduce lab security issues and health and safety compliance complications. Room RIC231, also allocated to Babu as ancillary space for tissue culture work has been determined to be too small to accommodate the physical footprint of the CFI infrastructure request. This was confirmed with a recent meeting and space tour with facilities management (Mike Baril).

Given the importance of connecting our proposal to EQAL2, we explored the possibility of housing this equipment within the EQAL2 research space. During our tour, which was also attended by EQAL2 Associate Director, Bjoern Wissel, it was made clear that all available space had been allocated to the EQAL2 infrastructure, leaving no space to add an additional instrument requiring a 3m x 5m footprint. We then inspected some of the adjoining spaces that would still allow the instrument to be located proximally to EQAL2. RIC540 was considered as a potential location, but the layout of the lab is suboptimal, and would require extensive and costly renovation to accommodate the infrastructure. RIC541, on the other hand, has an ideal layout, and would provide an optimal space for many logistical and strategic reasons. First, locating the infrastructure in RIC541 will accommodate the research efforts of a large user group (n= 12) across the faculties of Science and Engineering. Collectively this group of scientists trains a large number of U of R graduate and undergraduate students (n>300 in past six years) who will benefit from the infrastructure and lab space, therefore maximizing space usage. Second, minimum renovation costs would be required to accommodate the equipment, essentially installation of electrical outlets and movement of a modular lab bench. Thirdly, associating this recently completed lab with the current CFI NIF application provides us with a substantial strategic advantage. I recently attended a meeting in Ottawa where the CFI Director of Programs and Planning (Guy Levesque) spoke about the current CFI-NIF/LEF competition. His presentation emphasized the small funding

envelope, which has resulted in a highly competitive competition. It was clear from his presentation that the CFI review panels will be looking for proposals that have substantial institutional commitment. By linking the newly constructed space with our application we would be demonstrating a substantial U of R in-kind contribution to the application, greatly enhancing our chances for a successful application. Furthermore, using this space in our CFI application allows us to highlight superior wet lab bench capability that will enable our visiting scientists and collaborators to visit the U of R to pursue their research. The bench space in RIC541 allows us to clearly articulate to CFI that our national and international collaborators will be able to fully access the CFI infrastructure and subsequently share their expertise with U of R researchers and trainees. This strategy of providing dedicated bench space to our collaborators was successfully used in the EQAL2 CFI grant.

Notably, if we are successful in securing the space in RIC541 and I receive my CRC renewal I would locate a next generation DNA sequencer that was included in the CRC renewal into RIC541. The resultant state-of-the-art proteomics and genomics infrastructure will provide an excellent research synergy to the adjacent EQAL2 lab facility. Firstly, EQAL2 will have an instrument specialist associated with a PhD and mass spectrometry expertise. Peter Leavitt has agreed that this scientist can provide operational assistance of the mass spectrometer that would be housed in RIC541. Secondly, co-locating the two facilities together will create opportunities for new interdisciplinary research at the intersection of environmental health and molecular biology. For example, EQAL2 provides the tools to determine the impacts of environmental pollutant on increasing human pathogen and toxin prevalence in the environment, while an adjacent proteomics/genomics lab in RIC541 will provide the tools to help us understand the underlying cellular molecular mechanisms that are responsible for the pathogen and toxin increases. As well, together with the infrastructure in EQAL we will be able to develop novel membrane specific biomarkers that can be tested as effective indicators of emerging environmental pollutants in aquatic ecosystems. Promoting this synergy created by locating the CFI infrastructure adjacent to EQAL2 will no doubt increase the strength of our application by leveraging our current CFI investments to expand an innovative research environment that will be unique to the U of Regina. No other Canadian institute has the infrastructure capabilities to bridge environmental and molecular sciences within such a cohesive unit, representing a truly unique approach to studying the implications of environmental degradation.

Taken collectively, the numerous advantages to associating RIC541 with the current CFI NIF application are clear. In this current highly competitive round of CFI it is essential to U of Regina's success that we submit the strongest application possible. Thank you for your support in this request, and championing our request to the Dean of Science.

Submitted on behalf of Mohan Babu, Tanya Dahms, John Stavrinides and myself.

Best

A handwritten signature in dark ink, appearing to be 'Chris', written in a cursive style.

Chris