



Space Allocation Committee

Meeting Minutes

May 12, 2014, 10:00 – 11:30

Room: AH206

In Attendance:

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

Meeting Agenda:

Presentation of revised Space Allocation Policy by Nelson Wagner – 10 Minutes

Review of current space requests – 80 Minutes

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>

A. Facilities Update

1. 3D Cave Installation:

September 27, 2012 Update: The university has been offered 3D Visualization software and hardware from the Saskatchewan Research Council in Saskatoon. The AVP/ Research is working to complete the acquisition of this system. FM has been asked to explore options for a suitable location on campus. Recommendation to follow.

September 27, 2012 Space Allocation Committee Decision: Implementation of the 3D Cave installation is seen as a strong benefit to research efforts and is an opportunity for

demonstration and promotion of these efforts to the general public. As such, public space can be considered for housing of this space.

January 14, 2013 Update: The equipment has been dismantled, boxed and shipped to the U of R, and will be stored at the TDF (Old Fire Hall on Grant Road). The recommended site for the Cave is a portion of Education 185 which would require renovations to accommodate the equipment. FM is reviewing design and budget implications.

March 25, 2013 Update: David Malloy is working with External Relations to find a donor to finance the installation and fit up of the space and equipment.

September 17, 2013 Update: David Malloy will request that key users develop a business plan to establish budget and strategy for management and operation of the research facility.

November 26, 2013 Update: Dr Stephen Bend (Geology) is discussing facility options with other faculty interests to develop a business case for its operation.

January 14, 2014 Update: Work continues on the business case.

February 26, 2014 Update: Cost sharing agreement is under consideration between Faculties. The lead operator for the Cave is yet to be determined but discussion has been leaning towards the Faculty of Science/Department of Geology as the lead for a 1 year evaluation period.

March 27, 2014 Update: Facilities Management is looking for space options.

May 12, 2014 Update: FM met with the Registrar's office to review room usage of CK210 with the intent of co-sharing the space. FM is to meet with the Dean of Kinesiology to discuss this option.

B. Updates from ULT

Academic:

1. Arts

1.1 May 12, 2014 Update: Facilities Management met with the Faculty of Arts on April 4 to discuss the general shortage of office space on campus, and inquire if there were spaces assigned to Arts that were under-utilized and could be used to help solve shortages experienced by other units. After a review of future space requirements, the Faculty of Arts has offered to release the allocation of the following spaces: AH414, AH414.1, and AH330. FM would like to thank the Faculty for their generous assistance.

2. Business Administration

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.

March 9, 2012 Update: There was a tour with FM, Provost, CCE Director, and ESL Acting Head - Therese Gerrond to survey present conditions for ESL. The short term resolution will require significant innovation and possible redistribution of space. The long term solution will only come about as a result of a new building on campus.

January 14, 2014 Update: Dr. Harvey King has requested that he provide a brief presentation to the Space Allocation Committee at the February 20th (**now March 27th**) meeting. He will join the committee for a ½ hour discussion on the requirements for ESL.

February 26, 2014 Update: FM is exploring options to consolidate the ESL faculty and admin staff into appropriate space in College West. Under this plan the current Campion College faculty office space and South Residence administrative office space would be available for re-assignment to address other space needs on campus. This plan will be presented at a future SAC meeting.

March 27, 2014 Update: Presentation by Dr. Harvey King. ~~See Appendix B.~~

May 12, 2014 Update: Options have been explored to examine opportunities on College West, 3rd Floor west wing. Proposed ESL/Nursing/Geology Renovations Floor Plan is attached (See Appendix A).

4. Centre for Teaching and Learning
5. Education

5.1 May 12, 2014 New Item: See item 11.2.

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

10.1 September 17, 2013 Update: The Dean has requested to have an extension of the allocation of CK 210 to the Faculty of Kinesiology and Health Studies for another term to April 30, 2015. In the near future, Dean Riemer will submit an official request to have this space allocated on a permanent basis.

September 17, 2013 Space Allocation Committee Decision: Extension of temporary allocation to April 30, 2015 is approved.

11. U of R Faculty of Nursing

11.1 November 26, 2013 Request: The Dean has identified their short and long term space requirements (~~see attached Appendix 'A'~~). FM is exploring options.

February 26, 2014 Update: The faculty is requesting 2-3 additional offices for September 2014. The current instructional lab in ED 389 cannot meet the program delivery needs for distance learning. A larger space has been requested. FM is looking into options.

May 12, 2014 Update: Refer to Proposed ESL/Nursing/Geology Renovations item 3.1.

11.2 **May 12, 2014 – New information item: Nursing has asked to increase the seating capacity of ED 388 to accommodate their teaching needs. FM reviewed this request with the Registrar's office as well as options with the Dean of Education and confirmed that ED388 can be increased to a seating capacity of 96 by removing a small adjacent storage room and underutilized meeting space assigned to the Faculty of Education. Preference is to have this work completed by September 1/14.**
May 12, 2014 Space Allocation Committee Decision: This recommendation is approved. This item closed.

11.3 **May 12, 2014 – Space Allocation Recommendation: Update on office space request in RIC. After a review of assigned office space in the RIC, the president's office has offered to release RI212 currently assigned to the president's office to the Faculty of Nursing for a new faculty position which will start Sept/14.**
May 12, 2014 Space Allocation Committee Decision: This recommendation is approved. This item closed.

12. Science

12.1 **March 27, 2014 New Space Request – Faculty of Science is requesting a dedicated teaching lab for Geology. A presentation on the related requirements was provided by Dr. Daniel Gagnon (see Appendix A). FM will work with the Faculty of Science on possible solutions to this need.**
May 12, 2014 Update: Refer to Proposed ESL/Nursing/Geology Renovations item 3.1.

13. Social Work

13.1 **June 7, 2013 New Space Request: Social Work is working with Facilities Management to find additional teaching space in Saskatoon to be able to provide distance learning. Room needs to be ready for September 2014 classes. Update to follow.**
September 17, 2013 Update: Request is for classroom space with capacity of 70 students, required by September, 2014. Solution must be confirmed by December 2013. Suggested lease of Galaxy Theatre space was not suitable.
March 27, 2014 Update: A site tour of Saskatoon Innovation Place space is scheduled for Friday March 28 with Nelson Wagner, Lois Adams, Judy White, Pauline Tessier and representatives from Innovation Place.
May 12, 2014 Update: Innovation Place welcomed the tour and discussion and will work with the University to look at new opportunities.

14. Student Affairs

14.1 **March 25, 2013 New Space Request: The UR Guarantee Program and Student Success Centre is requesting a designated minimum 20 seat classroom space for students in the Academic Recovery Program to be piloted in Fall 2013. FM reviewed options with UR Guarantee. Recommendation: Short term - Registrar's Office and UR Guarantee are to find a suitable location within current classroom inventory. Long term – UR Guarantee to review**

options with Student Affairs on converting some existing instructional space for dual use (possibly RC second floor).

15. UR International

Administration:

16. Facilities Management

17. Financial Services

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

18. Human Resources

19. Information Services

20. Resource Planning

21. Enterprise Risk Management

Research:

22. Graduate Studies and Research

23. Institute for Energy, Environment and Sustainable Communities (IEESC)

24. Office for Research, Innovation and Partnership

25. University Press

26. Centre canadien de recherche sur les francophonies en milieu minoritaire

27. Centre on Aging and Health

28. Humanities Research Institute

29. Indigenous Peoples Health Research Centre

- 29.1 January 14, 2013 Request: This unit is currently under allocated and somewhat hidden away in the old portion of the CKHS building. Improved office space and additional research space is requested as they have recently received a large SHRF grant.

- 29.2 June 7, 2013 Request: Office space required for one post doc. Requirements under review.

- 29.3 September 17, 2013 Update: FM met with IPHRC to review space requirements. Options are being explored.

November 26, 2013 Update: IPHRC has an immediate need for an office to accommodate a recently hired postdoc and general office space to accommodate three recently hired research assistants. In addition IPHRC has indicated that they will be hiring two more research assistants in the very near future. The current proposal to accommodate the IPHRC growth is to relocate SPHERU from the main floor of CKHS to the second floor of 2R. This will allow IPHRC to expand into the vacated SPHERU space with minimal (if any) renovations. SPHERU has yet to be informed of this proposed planning solution.

January 14, 2014 Update: Recommendation is to relocate SPHERU to the second floor of 2R to accommodate the growth of IPHRC. Dr. Kathy McNutt of JSGSPP has indicated that they work closely with SPHERU so this proposal appears to be a good fit given the move of

JSGSPP to 2R. FM is seeking approval from SAC to approach and review this proposal with SPHERU.

January 14, 2014 Space Allocation Committee decision: The committee has declined the recommendation to allocate leased space for this purpose. FM to review alternate options.

30. Prairie Particle Physics Institute

31. Saskatchewan Population and Health Evaluation Research Unit

January 14, 2014 Update: See recommendation in 29.3 above.

32. Canadian Centre for Public Safety and First Responders

32.1 January 14, 2013 Request: This unit recently completed their planning phase and have advanced to funding and implementation. Office space is required for an interim Director and support staff. –

May 12, 2014 Update: Space request is withdrawn and this item is closed.

33. Office of VP Research

34. Saskatchewan Justice Institute

Other:

35. External Relations

35.1 March 27, 2014 Space Request. This unit is under allocated in its current location in the North Residence. Facilities Management is looking into relocating part of this unit into alternate space.

May 12, 2014 Update: An option involving the soon to be vacated JSGSPP space on the second floor of the Gallery Building, as well as additional offices in the lower level of Darke Hall has been explored and reviewed with External Relations. External Relations has deemed this solution is unacceptable. Alternate solutions are under consideration but will depend on moves that may not happen until 2015 and 2016.

36. Presidents Office

36.1 January 14, 2013 Request: The President's Advisory Committee on Art (PACA) has requested temporary space to catalog and store a new sizable donation to the collection. A location near the current vault in the basement of the Gallery building would be preferred. FM reviewed this request with PACA and CCE to find a suitable location. GA014 (presently a dance/movement/multi-purpose room used by the Lifelong Learning Centre) adjacent to the existing PACA storage vault is being recommended. CCE has yet to confirm the activities scheduled for this room can be moved to other locations. This request has been approved, pending confirmation from CCE.

March 25, 2013 Update: The University is still in negotiations with the donor regarding the terms of accepting the collection. CCE has reviewed usage of GA 014 and has requested that an alternate location for PACA be found as this room is use-specific and current programming cannot be accommodated elsewhere.

April 23, 2013 Update: PACA has quantified the staffing and space requirements for managing this potential addition to the collection. Associated budgets have been forwarded to the President's Office for review.

37. CUPE 2419

38. URFA

39. URSU

40. University Club

41. Day Care

41.1 October 23, 2013 Information Item: RFP is being drafted for selection of a Consultant to guide the development of the business case for a rental agreement of the existing and new daycares.

External Partners:

42. Campion College

43. Innovation Place

43.1 January 14, 2013 Request: A tenant of Innovation Place, the Mera Group of Companies, has inquired on leasing space in the TDF facility on a month-by-month basis to conduct research. Facilities Management is recommending that the unused space within the TDF be made available for lease on a temporary basis until internal needs have been prioritized. Lease terms will be based on market rates, and will be on a month-by-month duration unless approved otherwise by the Space Allocation Committee. This request has been approved.

February 26, 2014 Space Allocation Committee Decision: The committee has approved a 6 month extension of the lease to the Mera Group. Renewal of the term allocation will be requested at the September Space Allocation Meeting.

44. Canadian Police Research Centre

45. First Nations University

47. Big Sky Centre for Learning and Being Astonished!

47.1 March 27, 2014 Office space request. This group is currently collocated in Dr. Timmons' Research Office and storage area (LY 136). They are requesting more functional office space elsewhere on campus. Facilities Management is looking into options and will provide further background on this request.

Next Space Allocation Meeting: June 20, 2014, 9:00 – 10:30



Figure 1 is a 3D bar chart showing the distribution of the number of children per woman by country. The x-axis represents the number of children (0 to 6), and the y-axis represents the percentage of women. The z-axis represents the country (USA, Mexico, India, China). The bars show that the USA has the highest percentage of women with 0 children, while China has the highest percentage of women with 6 children.

Highlights: ESL: (Consolidation of all Faculty & Administrative Offices)

- relocate faculty offices from Campion College
- relocate administrative offices from South Residence
- relocate sessional offices from CKHS
- ESL computer lab to remain in Education Building
- ESL to continue to use classrooms in Language Institute

Nursing: (Additional Faculty Offices and improved teaching space)

- 13 additional faculty offices and 2 sessional offices
- relocate teaching lab from Education Building
- existing Nursing offices remain in RIC and Education Buildings

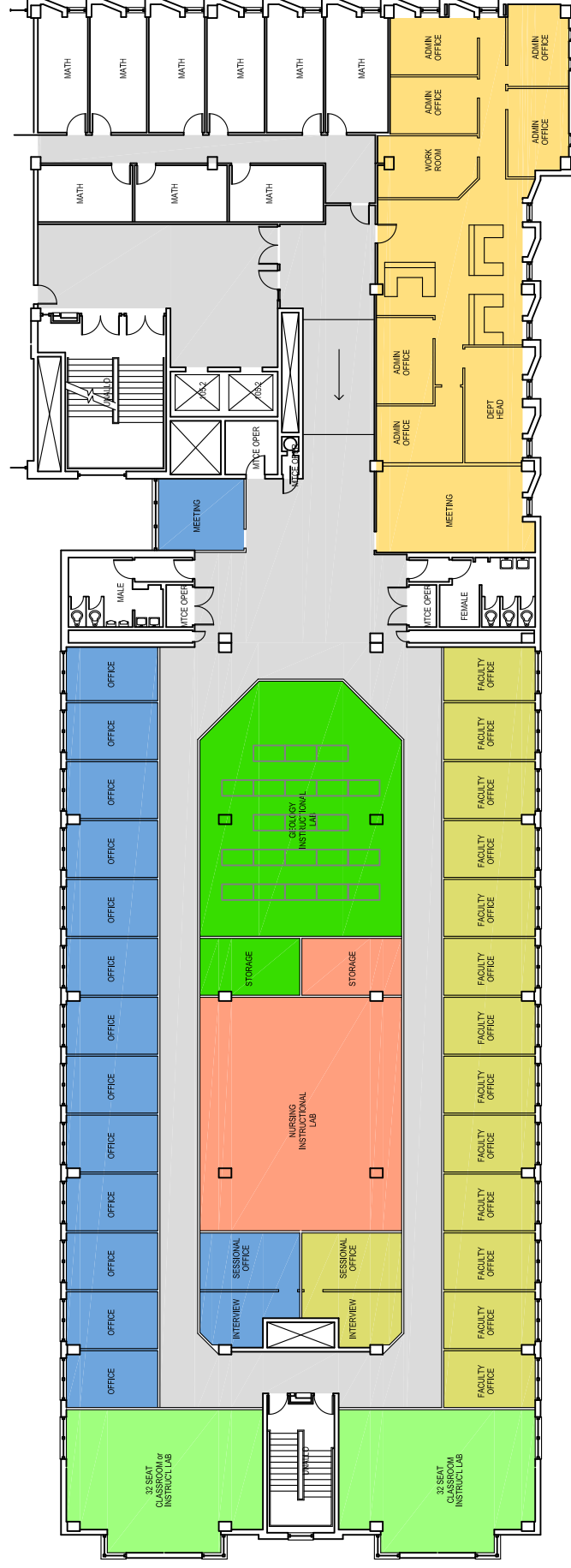
Geology

- provide 1 additional 42 seat Geology instructional Lab

Other

- provide 2 additional 32 seat classrooms or instructional labs
- former office space SR level 1 available for re-allocation
- former office space Campion Level 1 available for re-allocation

Appendix A



College West Level 3 - Proposed ESL/Nursing/Geology Renovation