



Space Allocation Committee

Meeting Minutes

January 14, 2014, 2:30 - 4:00

Room: AH527

In Attendance:

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

Meeting Agenda:

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.

B. Updates from ULT

Academic:

1. Arts
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 meeting. He will join the committee for a ½ hour discussion on the requirements for ESL.

4. Centre for Teaching and Learning
5. Education
6. Engineering

6.1 April 23, 2013 New Request. Dr Gordon Huang request of additional Lab space - RI 545 (see attached Appendix 'B'). A meeting has been scheduled April 23 to review the space requirements of the original CFI request. A recommendation will follow.

November 26, 2013 Update: FM met with the Dean of Engineering & Applied Science and his new faculty administrator to review all assigned space in the faculty. FM has

recommended a set of space dominoes that would accommodate Dr Huang's research space requirements as well as those of Dr Babu (Biology). Engineering will advise.

January 14, 2014 Update: Proposed move sequence has been presented to VP Research and Dean of Engineering & Applied Science. See Appendix A. FM is awaiting approval of this proposal.

January 14, 2014 Space Allocation Committee decision: The committee has requested that options for Dr. Huang's request be provided by the Dean of Engineering and VP Research with the support of Facilities Management. It is noted that RI-545 will not be considered as part of the solution.

7. Fine Arts

7.1 October 23, 2013 SSHRC Space Request. The Faculty of Fine Arts has not been able to find acceptable space for this \$2.5M funded Research grant. FM is reviewing options with Fine Arts. Space required is on the order of 500 Sq Ft. Possible solution is the vacant leased space in 2R. - **SSHRC Partnership project on Improvisation for Dr. Rebecca Caines. Space requirement is for 1-2 grad students for a seven year period, 1 postdoc for up to two years and some file/book space. FM is currently reviewing the possibility of accommodating this requirement on the second floor of 2R. This will be determined once the space requirements of JSGSPP and SPHERU have been determined and finalized.**

January 14, 2014 Space Allocation Committee decision: The committee has declined the recommendation to allocate leased space for this purpose. The space request must be facilitated by existing resources within the Faculty of Fine Arts. This item closed.

8. Institut Francais

9. Johnson-Shoyama Graduate School of Public Policy

9.1 September 17, 2013 Request: JSGSPP has suggested the lease of additional space in 2R to enable consolidation of their faculty in one building, and vacate CAC to accommodate redevelopment. Options are under review.

October 23, 2013 Update: FM has discussed this option with Innovation Place. IP will review and advise by end of October.

November 26, 2013 Update: FM has contacted Dr. McNutt at JSGSPP with regard to moving JSGSPP staff from the Gallery Building to the second floor of 2Research Drive. A meeting has been scheduled for December 4 to tour the space with JSGSPP to get their input as to whether this planning proposal will meet their needs.

January 14, 2014 Update: Lease of additional space has been finalized with Innovation Place. JSGSPP has agreed to move their staff and operation from the Gallery Building to 2R. FM is working with JSGSPP to finalize their space requirement and layout.

10. Kinesiology & Health Studies

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. Library

12. U of R Faculty of Nursing

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

13. Science

- 13.1 October 23, 2013 Space Request – Faculty of Science is requesting additional lab support space (with suggestion of RI-540) to house the research team of Dr. Mohan Babu. Further information on this request is provided in ~~Appendix B~~. Note that RI-540 is presently allocated to Dr Gordon Huang. Since this remains a possibility if another option works out, FM has provided a budget for fit-up of this space at approx. \$170k. Science is presently reviewing available funding.

14. Social Work

- 14.1 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.

15. Student Affairs

- 15.1 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).

16. UR International

Administration:

17. Facilities Management

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

21. Resource Planning

22. Enterprise Risk Management

Research:

23. Graduate Studies and Research

24. Institute for Energy, Environment and Sustainable Communities

24.1 April 23, 2013 New Request. Dr Gordon Huang request of additional Lab space - RI 545 (~~see attached Appendix 'B'~~). A meeting has been scheduled April 23 to review the space requirements of the original CFI request. A recommendation will follow.

June 7, 2013 Update: ORIP, SMS and FM met with Dr Huang to review the space request.

Requirements for the CFI Grant and related model are still in discussion.

November 26, 2013 Update: New request will be forthcoming from Jocelyn Crivea.

January 13, 2014 Update: See Section 6.1

25. Office for Research, Innovation and Partnership

26. Canadian Plains Research Centre

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

30.1 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.

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

30.3 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.

- 31. Prairie Particle Physics Institute
- 32. Saskatchewan Population and Health Evaluation Research Unit

January 14, 2014 Update: See recommendation in 30.3 above.

- 33. Canadian Centre for Public Safety and First Responders

33.1 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.

- 34. Office of VP Research

- 35. Saskatchewan Justice Institute

Other:

- 36. External Relations

- 37. Presidents Office

37.1 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.

- 38. CUPE 2419

- 39. URFA

- 40. URSU

- 41. University Club

- 42. Day Care

42.1 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:

- 39. Campion College

- 40. Innovation Place

40.1 April 23, 2013 2 Research Drive Request: IPAC will be vacating office space on level 2 of 2R by the end of April. IP has asked FM to re-visit consolidating all U of R space in the building to level 2. FM has reviewed consolidation and concluded that this is not feasible. June 7, 2013 Update: FM will be meeting with IP on June 5, 2013 to review and assess feasibility of their plan to consolidate all U of R leased space in the 2R building. Update to follow.

40.2 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.

March 25, 2013 Update: Lease agreement has been signed. Terms – month to month.

October 23, 2013 Update: Mera Group has requested their lease term be increased to a 6 month renewal.

October 23, 2013 Space Allocation Committee: Extension of lease term on hold pending study of other considerations for the TDF. Lease agreement can continue on a month to month basis.

42. Canadian Police Research Centre

43. First Nations University

Next Space Allocation Meeting: February 26, 2014, 9:00 – 10:00

Room I.D.	Current Assignment	Faculty/Dept	Recommended Assignment	Faculty/Dept	Benefits	Cost
RI 440	Dr Gordon Huang	Engineering	No Change	No Change	No renovations required	0
RI 445	Unassigned (Former Dena McMartin Lab)	Unassigned	Dr Gordon Huang	IEESC	Adjacent to current lab/min renovn's	Cost (?) based on extent of renovations required (if any)
RI 436	Dr Liming Dai	Engineering	Dr Gordon Huang	IEESC	Contiguous space on same floor as Dr Huang's current lab RI 440	Funded from CFI
RI 540	Dr Gordon Huang	Engineering	Dr Babu	Chemistry	Contiguous space on same floor as Dr Babu's current lab RI 541	Funding required from Science - Budget of \$170k
RI 028	Dr Yee-Chung Jin	Engineering	Dr Liming Dai	Engineering	Acoustically Isolated in building	Moving Cost \$300
ED 460 or 461	Engineering	Engineering	Dr Yee-Chung Jin - Grad Student Relocation	Engineering	Dr Jin has no Lab Requirement at this time. Space TBD for future lab	Moving Cost \$300

Results:

Dr Gordon Huang will be located in contiguous space on the fourth floor with additional research space as requested.

Dr Babu will be located in contiguous space on the fifth floor with additional research space as requested.

Dr Dai will be located on level 0 in a lab fit up more appropriately for his research needs.

Dr Jin will be assigned alternate space in the Education Building for his current grad student. The Faculty of Eng & Applied Science will provide appropriate research lab space for Dr Jin when that need arises. Current research equipment will need to be stored.