



Space Allocation Committee

Meeting Minutes

September 17, 2013, 1:30 – 2:30

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.

B. Updates from ULT

Academic:

1. Arts

- 1.1 Heather Hadjistavropoulos – March 25, 2013 Update: Permanent allocation of the requested CW Level 0 space is approved based on the condition that the Capital Funding for the fit up of the space, currently estimated at \$600,000, is established and the project commences in a timely manner. Presently, the source of Capital Funding is identified as donations which will be raised by External Relations. Special funding (\$30,000) has been committed from the Provost for this project. Funding is also under consideration from the Head of the Department of Psychology. External Relations has been actively canvassing for donor support, using the attached document ~~Appendix E~~. The progress of the fund-raising will be reviewed in 6 months, at which time the status of the conditional approval will be extended or canceled. (Due in September).

September 17, 2013 Update and Request: The Department of Psychology has confirmed they have raised \$400K of the estimated \$600K necessary for the construction of the Psychology Training Clinic. Heather has asked FM if it is possible to phase the project in a way that would allow them to build a functioning clinic with the \$400K and continue with the full build at a later date. Psychology will continue active fundraising for the remaining \$200K. FM has reviewed a possible phasing scenario for the project and have attached a proposed floor plan sketch, Appendix A, to illustrate the potential layout. The proposed phasing places the first phase of the clinic at the far west end of College West level 0. If the future phase of the clinic is found to be unnecessary, this scenario allows for the phase two space of the clinic to be combined with further level 0 space for other uses. Psychology is seeking approval from SAC to proceed with a phased construction approach. Note that there will be a project required by FM ahead of this work, to relocate/upgrade a domestic sewer line (\$300k earmarked for this work in FY13/14) in this area.

September 17, 2013 Space Allocation Committee Decision: The committee approves of this modified approach. This item closed.

1.2 Bob Schad temporary office space request.

September 17, 2013 Update: The Faculty of Arts has offered AH358 as a temporary office solution for Bob Schad. AH358 will be available until May 2014 with the possibility of Arts extending the offer to August 2014. FM is to contact Arts in May regarding the extension of the offer. This item closed.

2. Business Administration

2.1 January 14, 2013 – New Space Request. Faculty of Business Administration CFI Application.

Requesting space (preferably) in the Education building to build a research lab for Behavioral Business Research. Space requirement for this research lab is approx 2,000 square feet. All current space in the Education Building is allocated. No available space has been identified at this time.

March 25, 2013 Update: Facilities Management met with the Dean and Faculty Administrator to explore options including a move involving the Faculty of Nursing. (See request in Appendix 'B').

March 25, 2013 Recommendation – Pending approval of Nursing moving from ED 6th floor to the RIC building: Assign ED 6th floor Nursing space to the Faculty of Business Administration to accommodate growth and consolidation of the Kenneth Levene Graduate School program offices and support space. The proposed research lab would then be accommodated on the 5th floor.

March 25, 2013 Space Allocation Committee Decision – This request is approved.

September 17, 2013 Update: The Faculty of Business Administration is working with Facilities Management on preliminary design drawings to move the Kenneth Levene Graduate School program to the vacated Nursing space on ED level 6 and to renovate the vacated Levene office space for use as the proposed research lab on the ED Level 5. Construction is expected to start in the New Year. This item closed.

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.

4. Centre for Teaching and Learning

5. Education

5.1 January 14, 2013 Request: Dean McNinch and Dr Patrick Lewis have requested space for an Early Learning Centre. This proposal would be in partnership with either the Regina Public or

Separate School boards and would require approx 1300-1800 square feet of research lab space for pre kindergarten (3-4 yr olds) and kindergarten (4-5 yr olds). The intent would be to have a fully functional teaching/learning classroom with an instructor from the school division. No available space has been identified at this time. Further work on this file is on hold pending outcome of budget request related to this project.

September 17, 2013 Update: This project did not receive budget approval. This item closed.

- 6. Engineering
- 7. Fine Arts
- 8. Institut Francais
- 9. Johnson-Shoyama Graduate School of Public Policy

9.1 January 14, 2013 Request: Request for improved accessibility and additional program space for teaching and training sessions as per attached memo (~~Appendix A~~). No recommendation at this time.

June 7, 2013 Information Item: JSGSPP requires a new Cisco video conference technology system to be installed in 2 Research Drive. The intention is to use this as a classroom and begin to use video conference technology for a number of courses, including the new MHA degree.

September 17, 2013 Update: JSGSPP has worked out a user agreement with Springboard to use one of their training rooms in the building. This item closed.

9.2 **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.**

- 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.

10.1 Aspen Medical Centre: January 14, 2013 Request. The Medical Centre has requested space to accommodate a potential dental clinic on campus. They have been informed that there is no space currently available on campus. Accommodating this service would require an addition onto the CK facility roof. This item is on hold pending further development of the business plan.

September 17, 2-13 Update: Aspen Medical will convert a portion of their existing space inventory for the dental clinic. This item closed.

- 11. Library
- 12. U of R Faculty of Nursing

12.1 January 14, 2013 Request: Request is for a student society room to accommodate the needs of the growing student body. No available space has been identified at this time.

April 23, 2013 Update: FM has confirmed with the Registrar's office that ED192 is rarely used for instruction. This space is an ideal location for the Faculty of Nursing Student Society Room. Recommend: allocation of this space to Nursing.

June 7, 2013 Update: After additional consultation with the Registrar's Office, Conference Services and the Faculties of Nursing and Business Administration it was agreed that ED 632 Seminar Room would be a better solution for all parties and users involved.

Recommendation: Allocate ED 632 to the Faculty of Nursing effective September 1, 2013. ED 192 is to remain in the Registrar's inventory for general university use. The Space Allocation Committee has approved this allocation. This item closed.

13. Science

- 13.1 **September 17, 2013 Request: Dr. Dahms was advised by Science to request new space from SAC for a level 2 lab. FM reviewed request and established that Dr. Dahms current research lab RI 235 could accommodate a Level 2 lab by adding an emergency shower/eyewash. No addition space required. This item closed.**

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

- 16.1 April 23, 2013 New space request: (See Appendix 'A') UR International has requested additional office space for two positions – Chinese Director - Confucius Institute and a UR International Senior Research Officer. They have requested reassignment of CW 114 (current support space for the CW 113 conference space/Emergency Operations Centre) to accommodate these two positions. Recommendation: CW 114 does not meet the minimum office standards for both of these two positions. Recommended solution: Re-assign CW 114 to the Confucius Institute to accommodate the Chinese Director position. Renovation costs are to be funded by UR International and must include removal of millwork and pass thru to

CW113. FM will work with UR International to find additional office space for the Senior Research Officer.

June 7, 2013 Update. The Senior Research Officer position has been accommodated in the UR International office suite in CW 109. Revised request is for 1 storage room somewhere in the vicinity of the offices on College West level 1. FM is working with UR International on a possible solution. Update to follow.

September 17, 2013 Update: FM has offered to re-assign CW 111.1 Storage room from FM to UR International. This item closed.

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.

September 17, 2013 Update: New request will be forthcoming from Jocelyn Crivea.

25. Office for Research, Innovation and Partnership

25.1 March 9, 2012 New Space Request: Request for space to accommodate a Regional Data Centre. Basic requirement is for two interconnected offices for Stats Canada research. Under review by FM. Postponed until next meeting.

April 16, 2012 Update: Two possible locations were explored:

- Option 1 is RI 308.5. This space was jointly assigned to the faculties of Arts and Science as possible write up/computer space but has not been used by either. This space would meet the requirements for security and access and would require minor renovations to make it functional.
- Option 2 is the former UILO leased space in 2R. This space would also meet the requirements for security and access and would require renovations to make it functional. As 2R is not University owned space there would be ongoing lease costs.

April 16, 2012 Space Allocation Committee Request: FM to investigate integration of this service into the Library/Archives.

June 25, 2012 Update: FM met with David Malloy and Bill Sgrazzutti to review possible options in the Library.

September 27, 2012 Update: Still in review. No recommendation at this time.

September 17, 2013 Update: Further work on this project has been cancelled. This item closed.

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.**

31. Prairie Particle Physics Institute

32. Saskatchewan Population and Health Evaluation Research Unit

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

34.1 January 14, 2013 Request: Require office space to accommodate Bob Schad and Sylvia Watterer (temporarily housed in ORIP office space in the RIC building). ORIP has given notice to the VP Research that they will require this office space back to accommodate returning employees.

34.2 **September 17, 2013 Update. Temporary solution found. See Arts item 1.2 above. This item closed.**

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

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.

41. National Research Council

41.1 January 14, 2013 – NRC is vacating the 5th Floor RIC and TDF space as of mid January, 2013. NRC's lease is currently in place until Feb. 28, 2013 for the TDF/Grant Road Space, and March 31, 2014 for the RIC 5th Floor office and lab space. IRAP also occupies a small amount of the NRC RIC 5th floor space, and has confirmed they will be maintaining office space in Regina, either in their current location or in alternate space. FM is reviewing options noting that Innovation Place has expressed interest in accommodating IRAP in the Research Park as one of their tenants.

March 25, 2013 Update: Innovation Place has expressed interest in having IRAP as a tenant in the Research Park. FM has reviewed the unit's space requirements and is recommending that IRAP be offered alternate office space in 2 Research Drive. ~620 Sq. Ft.

April 23, 2013 Update: IP has agreed to find office space in 10R to accommodate IRAP. FM will coordinate the move to facilitate renovations for the faculty of Nursing in RI level 5.

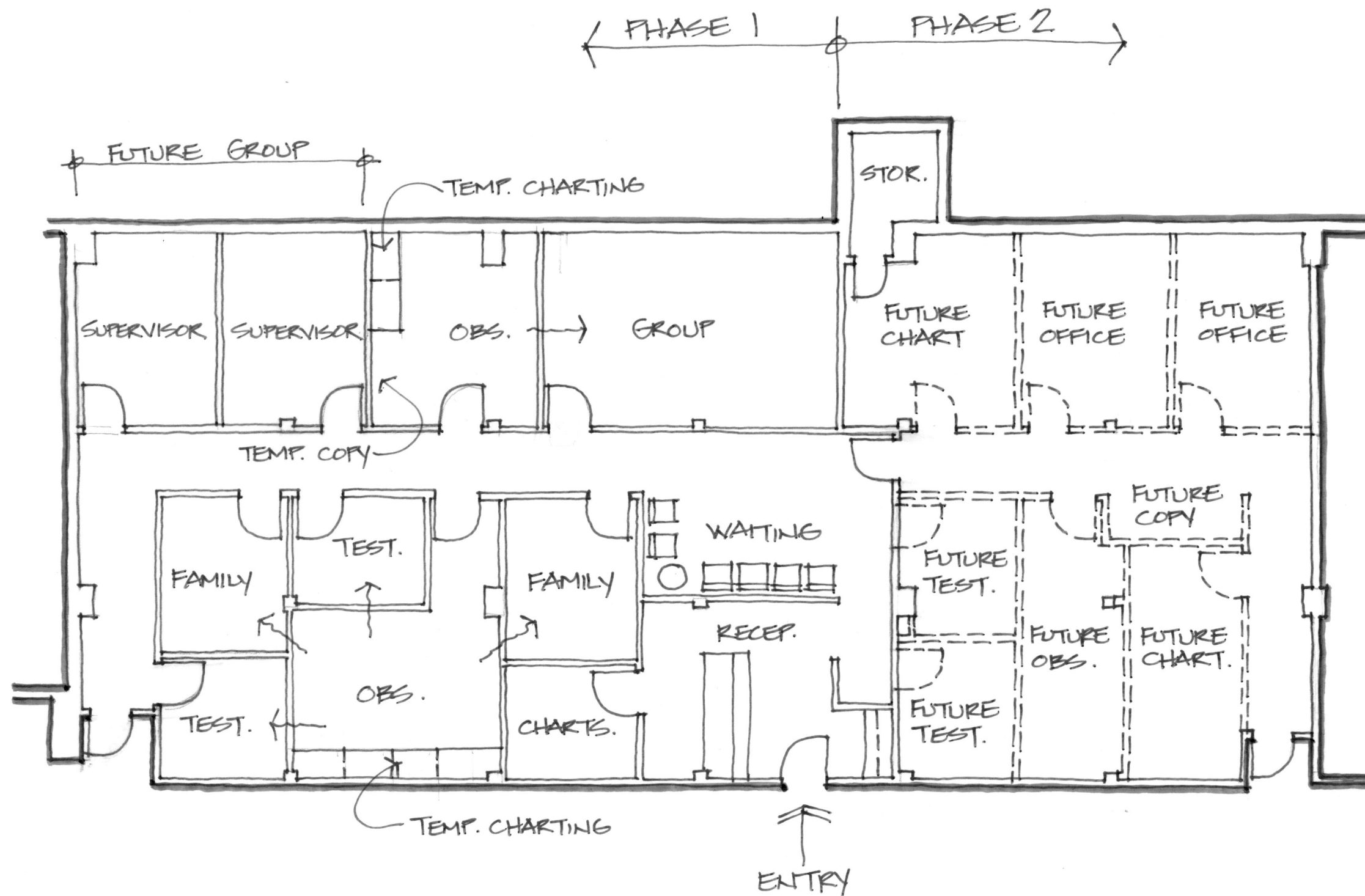
June 7, 2013 Update: Details on timing of move to Innovation Place to be confirmed.

September 17, 2013 Update: NRC has vacated all of the leased space within RIC 5th floor. The former NRC office space is now occupied by Faculty of Nursing, and NRC's lease obligation has been released for this area. NRC remains committed to lease payments on RI-545 until the U of R has assigned this space to a new user. This item closed.

42. Canadian Police Research Centre

43. First Nations University

Next Space Allocation Meeting: October 23, 2:30 p.m.



PSYCHOLOGY TRAINING CLINIC

AUGUST 11/13 (± 3000 FT² TOTAL)