



Space Allocation Committee

Meeting Minutes

May 27, 2015, 1:15 – 2:00

In Attendance:

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

Meeting Agenda:

Presentation by Peter Resch, Acting University Librarian

Review updates/requests received from University Leadership Team

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

May 27, 2015: Update on Campus Master Plan.

April 21, 2015: Update on CK North corridor space move. The existing occupants in the CK corridor north of the pool (KHS Grad students, Engineering research lab, ESL offices, & KHS faculty/staff) have been temporarily relocated following a recommendation from a structural engineers report on the floor structure in that part of the building. The KHS Grad students and ESL staff will be temporarily located in 4 vacated spaces in the former IS photography area (ED 176). The remainder of the occupants have been moved to space within their respective faculties.

B. Updates from ULT

Academic:

1. Arts

1.1 November 25, 2014 New Space Request:

714178 MC Psychology Research Facilities

The Department of Psychology 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.

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).~~

May 12, 2014 Space Allocation Committee Meeting: The committee was generally in favour of the proposed plan, and requested that further detail be prepared on the business plan for this proposal including an opinion of probable cost, and expected revenue impact on Residence Services.

November 25, 2014 Update:

714009 CW Level 3 Redevelopment - The College West Level 3 Redevelopment plan will be presented to the Board on December 9, 2014 for project approval. (Note that this Board Decision Item was later deferred, pending confirmation of other related planning projects).

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

6.1 April 21, 2015: New space request - Engineering intends to hire 2-3 more faculty for Petroleum which will require research space. This unit in Engineering is currently located at Innovation Place. FM has informed Innovation Place that additional research space may be requested in the PTRC at 6 Research Drive. Update to follow.

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

9.1 **May 27, 2015 Information Item: FM has completed the draft programming study for the College Avenue Campus. This will be presented at a future SAC meeting.**

10. Kinesiology & Health Studies

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.

April 21, 2015 Update: Current projected space needs are as follows:

Regina:

- 4 more faculty positions for July 1, 2015 (3 Assistant Professors; 1 lecturer)
- at least 2 to 3 additional support staff
- 2 to 3 additional instructors in Regina (2016)

May 27, 2015 Update: Nursing is requesting space on the main campus for July 2015 for the following additional positions:

- 4 faculty offices**
- 1 administrative office**
- 1 clerical work station**

11.2 November 25, 2014 – New Space Request

714169 MP Nursing - Space Requirements - Saskatoon

FM reviewed the U of R Faculty of Nursing space requirements for the Saskatoon location with the Dean of Nursing. They will be hiring additional staff in the next year and will require a total of approx 3500 - 4000 ft² of office space for this group. Saskatchewan Polytechnic Kelsey campus may not be able to provide any additional space at this time.

FM did a quick realty survey into possible leasing options in Saskatoon to meet this need and found a variety of buildings available with “all in” lease rates of \$20-\$35 per square foot (\$80K-\$140K per year).

This is a policy and budget request. Further investigation on this matter is on hold pending the strategy session with Provost and Deans of SW and Nursing.

April 21, 2015 – New Space Request – Saskatoon. The faculty of Nursing space at Sask Polytechnic Kelsey campus is fragmented, insufficient, and does not meet space allocation standards. FM has reviewed the issues with the dean and is working with Innovation Place in Saskatoon to potentially collocate the Faculty of Nursing and the Faculty of Social Work. This was reviewed with the Space Allocation Committee via email and has received approval in principle.

Additional space needs are as follows:

Saskatoon:

- 2 support staff
- 3 instructors in Saskatoon for 2016

May 27, 2015 Update: Space will be required in Saskatoon in 2015 for the following additional positions:

- 7 faculty offices**
- 1 administrative office**
- 1 clerical work station**

Short term space may be available at Innovation Place to accommodate this immediate need. FM will review and confirm. See also item 13.2 for long term solution.

12. Science

13. Social Work

13.1 February 24, 2015: New Initiative in Regina – Lois Adams has sent the Business Plan to FM.

May 27, 2015 Update: Social Work is requesting space for a new program initiative to be located at the College Avenue Campus. A presentation and business plan on this initiative was provided by the Dean at the SAC Meeting on April 21, 2015. FM has reviewed the space requirements and determined that the total space will be in the range of 7900-9500 sq.ft. This space requirement cannot be met unless additional space is constructed or current programs are relocated elsewhere.

13.2 April 21, 2015: New Initiative in Saskatoon. Innovation Place has approached FM with a proposal to relocate Social Work to another building in the Research Park. The option presented will provide additional growth space for Social Work and allow the Faculty of Nursing to be collocated with the Faculty of Social Work for a consolidated U of R presence in Saskatoon. FM is reviewing the space requirements of both faculties.

May 27, 2015 Space Allocation Decision Item: FM has determined that Innovation Place can provide the necessary space to co-locate Nursing and Social Work. The gross space area is 12,095 ft². FM is asking for SAC approval to proceed with design and lease arrangements for the space.

May 27, 2015 Space Allocation Decision: This item is approved and closed.

14. Student Affairs

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.

17.2 April 21, 2015 Update: SMS has since resolved their immediate office space needs. FM has determined that this unit is still lacking appropriate square footage to meet their functional needs. A long term solution is still required.

18. Human Resources

19. Information Services

20. Library

20.1 April 21, 2015: Library Planning Considerations – Attached ~~Appendix B~~ proposal received from Peter Resch. The Library will make a presentation to SAC at the May 27, 2015 meeting.

20.2 **May 27, 2015: Presentation by Peter Resch.**

21. Resource Planning

22. Enterprise Risk Management

Research:

23. Graduate Studies and Research

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

25. Office for Research, Innovation and Partnership

26. University Press

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

714183 CK IPHRC Office Space Request

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.

September 17, 2014 Update: Discussions have taken place regarding sharing space within the current SPHERU space. An update will be provided at the October 16 SAC meeting.

October 16, 2014 - Tom McIntosh (SPHERU) and Jo-Ann Episkenew (IPHRC) discussed opportunity space within SPHERU. SPHERU will reorganize their current staff to free up one office for use by IPHRC. SPHERU has also offered the use of their student work carrels when they are not occupied by SPHERU students.

While this offer by SPHERU helps to alleviate the space shortage IPHRC faces, it does not solve their long term space need. The IPHRC current space allocation accommodates three staff in open workstations and one staff in a private office. IPHRC is working on two grant applications and if successful will lead to more new hires.

31. Saskatchewan Population and Health Evaluation Research Unit

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

32. Canadian Centre for Public Safety and First Responders

33. Office of VP Research

Other:

34. External Relations

34.1 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.

35. Presidents Office

36. CUPE 2419

37. URFA

37.1 April 21, 2015: New space request –URFA is requesting space for 2 ½ new staff positions. These positions could be accommodated in the current URFA/CUPE office unit if CUPE were to relocate to another space on Campus. FM is reviewing options.

38. URSU

39. University Club

40. Day Care

External Partners:

42. Campion College

43. Innovation Place

44. Canadian Police Research Centre

45. First Nations University

46. Big Sky Centre for Learning and Being Astonished!

46.1 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.

April 21, 2015 Update: The Big Sky Centre is still interested in a contiguous office space for 3 people. There are currently no options available.

47. Regina Public Interest Research Group

48. Indigenization Office

48.1 April 21, 2015 New Space Request: Shauneen Pete has requested permanent office and work space for the Indigenization Office unit. She is currently running this operation out of her faculty office in Education. Future plans include additional staff which will require office and work space.

Next Space Allocation Meeting: tba