



## Space Planning Advisory Committee (SPACe)

Monday, November 27, 2017

3:30PM-4:30PM

Atkins Library, Room 146

**Attendees:** Lee Gray, Tammie Boyd, Darin Spease, Kathryn Horne, Steve Coppola, Keith Wassum, Jay Raja, Phil Jones

**Absent:** Jim Hoppa, Aaron Hart, Chip Yensan, Jeanine Bachtel, Richard LaLiberté, John Storch

### I. Space Steering Committee (SSC)

- The SSC met on October 13, 2017 and did not have a quorum, so no recommendations were made.
- The request to put Cone Conference Room 314 on R25 reservation system was discussed. Google Calendar or 25 Live are preferable options. Other recently allocated departmental conference rooms should be placed on campus wide reservation system.

### II. Space Requests Received and Under Review

- These requests are not time sensitive, and not all have been approved by the division approver:
  - Fresh-2-U: This high traffic, fresh daily, attended, concession concept should increase capacity and reduce lines for students. This concept will be installed in Prospector and Outtakes. Multiple locations on campus are being considered.
  - Broadcast Communications is seeking to reconfigure the current space.
  - Group Fitness: Athletics has requested space that will be vacated when Health and Wellness Center (HAWC) is complete.
  - A request to use classrooms in Cameron for Art and Art History has been submitted.
  - Family Style Accessible Restroom (FSAR): Multiple locations have been requested through the space request process.
  - Student Government (SGA) in Student Union – SGA would like to renovate current space. Jay Raja commented that Graduate SGA should be allocated to SGA in Student Union.
  - COA+A Digital Arts and Fabrication has hired additional faculty and needs research lab space in Storrs. Lee Gray is preparing budget figures for Jay Raja.

### III. Space Request Process and Procedures - Reminder

- The Space Policy requires that a request be submitted for:
  - New Space
  - Space Allocation
  - Space Reallocation
  - Space Alteration
  - Space Renovation
- The SPACe will review all requests regarding space plans and proposals for allocating and reallocating space, such as:
  - Transferring space between divisions, colleges, or departments
  - Changing the current use of space

- Proposing physical alterations of space
- Reallocating vacated space
- Providing space for new programs or positions
- Providing space in new facilities

#### **IV. Academic Complex Renovation**

- Phase I: Denny renovation will be completed in December. Denny will be back online and re-occupied after the winter break.
- Phase II: Macy and Barnard will be completed in summer 2018. An exact date will be determined in April.
- Phase III: Garinger and Winningham renovation will begin in summer 2018 and be completed in December 2018. Winningham art classrooms and 115 people will relocate into temporary space.
- Asbestos and various other unforeseen issues have caused delays with Phases I and II.

#### **V. Meeting Room Utilization - Space Study**

- SSC (no quorum) were in favor of establishing a task force to study implementation of a campus-wide, centralized reservation system for departmental conference/meeting rooms.
- The task force will consist of representatives from the Registrar and CRES. Recommendations for representatives from Academic Affairs, Student Affairs, etc, are needed by January 2018.
- The purpose of the task force must be clearly defined.

#### **VI. Vacated Space**

- Space Management will report on vacated space two times a year in addition to posting on the space management website.

#### **VII. Space Studies**

- Library study is ongoing.
- Bioinformatics 4<sup>th</sup> floor study is ongoing.
- Cameron 2<sup>nd</sup> floor study will begin in January 2018.
- Administrative (Office) Space will begin in January 2018.
- Innovation Spaces study is underway.

#### **VIII. Discussion**

- Residence Dining Hall (RDH) construction is complete. Catering moves in December 18, 2017.
- Cafeteria Activities Building (CAB) will be partially vacated. Potential uses of the vacated CAB space include general storage, storage for print library materials, student project space or workspace. The Innovation Spaces feasibility study will evaluate CAB for this use.
- Zone 6 is in CAB and will not vacate for approximately one year, when the new Facilities Operations building is completed. Until then, the building will be used for storage.
- A space request for storage from Student Activity Center (SAC) will be submitted in order to accommodate new telecommunications closets.

**IX. Craven Croft Houses**

- The Endowment owns eight houses in Craven Croft that are awaiting fire sprinkler installation and renovation.
- The intention is to rent these as single-family residences.

**X. Next SPACE meeting:** Wednesday, January 10, 2018 in Reese 524

**Meeting adjourned at 4:24PM.**

**Minutes prepared by Jade Reed-Kreis.**