



Space Planning Advisory Committee (SPACe)

Meeting Minutes

Monday, February 25, 2019

2:00 – 3:30 P.M.

Reese 524

Attendees: Joe Bace, Sujit Chemburkar, Michelle Embry, Lee Gray, Richard LaLiberté, Keith Wassum, Steve Coppola, Karen Shaffer, John Storch, Kathryn Horne, Aaron Hart, Jon Varnell, Jay Raja, Donia Schauble

Absent: Tammie Boyd, Chip Yensan, Darin Spease

1. General

- Lee Gray moved to approve the minutes from the January 28th meeting. Aaron Hart seconded the motion. The motion passed.

2. Space Steering Committee (SSC) Recommendations

SPACe has recommended the following requests to SSC for approval:

January 28, 2019:

- Belk Gym - Venture Outdoor Leadership – SPACe recommended allocating space in Belk Gymnasium upon vacancy by University Recreation Services for Venture to move/ vacate from Cone.
- Belk Gym - Kinesiology – SPACe recommended allocating additional space in Belk Gymnasium upon vacancy by University Recreation Services for accommodate Kinesiology growth/ expansion needs.

3. Space Requests Received and Under Review

The following requests have been received and are being reviewed:

- ITS Telecomm in Reese – Academic Affairs is reviewing
- Niner Central Expansion – Space Management is reviewing
- Financial Aid Cone Relocation – Space Management is reviewing

4. Space Requests Recommended for Action

The following requests were presented for review and action:

Bioninformatics and Genomics Lease Space, Fourth Floor, Murdock Core Lab Building, Kannapolis
Dr. Loraine, in the Department of Bioninformatics and Genomics has received multiple NIH and NSF grants and must hire additional researchers and programmers. This requires space in addition to their current leased suite on the 3rd floor of the Murdock Core Lab Building to accommodate the additional hires. The request is for a 4th floor, 1,011 SF lease space comprised of 3 offices and 4 workstations. Grant funding will support the lease.

Jay Raja moved to approve the space request, Keith Wassum seconded the motion. The motion passed.

Academic Affairs Active Learning Classroom - Fretwell 2nd floor

Academic Affairs requests space in Fretwell to accommodate a 138 seat Active Learning Classroom and propose that 4 existing classrooms (202, 206, 208 & 210) be merged into one Active Learning Classroom.

Jay Raja moved to approve the space request, Keith Wassum seconded the motion. The motion passed.

Academic Affairs Active Learning Classroom - Center City 11th floor

Academic Affairs requests space in the Center City Building to accommodate an Active Learning Classroom and propose to use room 1101 to accommodate the 54 seat Active Learning Classroom.

Keith Wassum asked if the room could be reserved for other meetings or uses. Jay Raja confirmed that it could be as Center City schedules those spaces. Room 1101 is currently used as Library Study Room.

Sujit Chemburkar moved to approve the space request, Keith Wassum seconded the motion. The motion passed.

Academic Affairs Active Learning Classroom - Colvard 1st Floor

Academic Affairs requests space on the 1st floor of the Colvard Building to accommodate an Active Learning Classroom and propose to use 3,290 SF of centrally located space on the first floor to accommodate the 100 seat Active Learning Classroom. The space is currently allocated to the Urban Institute. Urban Institute will move into Sycamore when work on the building is complete.

Lee Gray moved to approve the space request, Keith Wassum seconded the motion. The motion passed.

ITS Data Closet – Colvard 1st Floor

ITS has requested approval for relocation of the current data closet to an approximately 188 SF room on the first floor of Colvard. The current ITS closet would be abandoned by ITS.

Kathryn Horne stated that the size of the requested closet exceeds the UNC Charlotte IT room standard.

Keith Wassum moved to table the space request pending ITS's further exploration of the layout and configuration to determine the required room size. The space as shown is too large. Jon Varnell seconded the motion. The motion to table the request passed.

Space Management to follow up with Capital Projects to check the status of the data closets as part of the current capital project in Storrs. John Storch suggested that a follow up with ITS regarding clearance requirements for room layouts be reviewed with ITS.

Distance Education – Colvard 1st Floor

Academic Affairs requests relocating Distance Education with a staff of 11 from the current, 1,985 SF Colvard 1st floor location to another, 2,934 SF location on the 1st Floor to accommodate 14 additional hires/future growth when the Urban Institute Department moves to Sycamore in June. Kathryn Horne suggests reconfiguring the new space to optimize efficiency and utilization if the request is approved.

Keith Wassum moved to approve the request with the amendment that only Distance Education is moved into the new location. Lee Gray seconded the motion. The motion passed.

Fretwell Café Expansion

Dining Services requests expansion of Peet's Café on the first floor of Fretwell and propose to expand the existing café into an existing vending area adjacent to the café as well into what is currently a classroom (room 107). Classes would be rescheduled. Per Jay Raja, Academic Affairs supports this project.

Sujit Chemburkar moved to approve the space request, Jon Varnell seconded the motion. The motion passed.

Cato 1st Floor – Title IX

The space request is for Title IX to move to the first floor of Cato from the 3rd floor of Cone when the current occupants move to the new Admissions Building. The space(s) on the 3rd floor of Cone would be vacated and available for a space request. Karen Shaffer asked for confirmation that the current Title IX space includes room 348. *Space Management has confirmed that room 348 is included in the current Title IX space in cone.* Niner Central has submitted a space request for Cone space. Space Management is reviewing the space request.

Keith Wassum moved to approve the space request, Lee Gray seconded the motion. The motion passed.

Cato 1st Floor – Internal Audit

The space request is for Internal Audit to move from the 3rd floor of Cato to the 1st floor of Cato. The space on the 3rd floor of Cato would be used by Institutional Integrity for new hires. The Chancellor has also asked for two of the vacated spaces.

Keith Wassum requested that the proposed use of the Cato 3rd floor space vacated by Internal Audit go through the SPACe committee review process. Kathryn Horne to clarify what the planned use of the 3rd floor vacated space is at this time.

Keith Wassum moved to approve the space request, Lee Gray seconded the motion. Keith Wassum voted in opposition of the motion and stated his reason was that other similar space requests were denied in past months. The motion passed.

Cato 1st Floor – Enrollment Management

Academic Affairs requested to relocate Enrollment Communications and Residency Determination from temporary spaces in Cedar and McEniry to the Enrollment Management office suite on the 1st floor of Cato into offices that will be vacated when current occupants move to the new Admissions Building.

Lee Gray moved to approve the space request, Sujit Chemburkar seconded the motion. The motion passed.

Cato 1st Floor – Center for Graduate Life

Academic Affairs request that four Center for Graduate Life faculty associates – Currently in Denny 2nd floor, move to the North wing of Cato 1st Floor. They would move into 4 of the 6 existing workstations in room 134. Kathryn Horne clarified that the room 134 space will be shared use, not individual offices. Keith Wassum asked for confirmation that the space that will be vacated can be requested for future use. Keith Wassum moved to approve the space request, Sujit Chemburkar seconded the motion. The motion passed.

Cato 1st Floor – ADVANCE Faculty Affairs and Diversity Office

Academic Affairs request that the ADVANCE Faculty Affairs and Diversity Office – Currently in Cameron, move to 3 offices on North side of Cato 1st floor and 1 of remaining two workstations in room 134.

Keith Wassum moved to approve the space request, Lee Gray seconded the motion. The motion passed.

Friday – Family Style Accessible Unisex Restroom (FSAUR)

Design Services requested Room 113 in Friday be converted into a FSAUR, this is currently a BES closet. The BES closet would move to another area on same floor of Friday (mechanical room 145 – renovation necessary) This FSAUR is a priority of the CAAC.

Lee Gray moved to approve the space request, Sujit Chemburkar seconded the motion. The motion passed.

5. Space Requests on Hold

6. Next SPACe Meeting: March 25, 2019 from 3:00 – 4:30 pm in Facilities Management 119