



Space Planning Advisory Committee (SPACe)
Meeting Minutes
Wednesday, January 29, 2020
3:30 – 5:00 P.M.
Facilities Management 119

Attendees: Joe Bace, Darin Spease, Kathryn Horne, Lee Gray, Richard LaLiberte, Rich Steele, Jon Varnell, Steve Coppola, Clay Andrews, Casey Tullos, Karen Shaffer, Donia Schauble, Michelle Embry

Absent: Tammie Boyd, Jay Raja, Sujit Chemburkar

1. General

The meeting was called to order. The meeting agenda (“Space Requests for Review and Action” section) that had been distributed via email to the committee members earlier in the week was revised prior to the meeting. The revised agenda was distributed to the attendees.

2. Review Previous Minutes

Lee Gray moved to approve the meeting minutes from the November 18, 2019 SPACe meeting. Darin Spease seconded the motion. The motion passed.

3. SPACe Recommendations (recommended by the Space Steering Committee on 10/28/19 and sent to the chancellor’s office on 11/14/19)

- 8/29/19
 - Cameron 257 Research Lab for Civil & Environmental Engineering
 - Cameron 1st Floor Mosaic Relocation to Cameron Suite 174
 - Cameron 1st Floor Advanced Faculty Affairs Diversity Office (FADO
Relocation to Colvard Suite 1028
 - Cato 146 Temporary use of space until start of construction

- 9/25/19
 - Cameron 185 Academic Affairs allocated (1) of the (4) workstations
 - McEniry Geography and Earth Sciences lab moves from Cameron
2nd Floor
 - Cone 311 Student Affairs temporary office and cubicles during
renovations
 - CAB 108D Academic Affairs/ITS for temporary supplies storage
 - CAB 800 sq. ft. of temporary open storage space through 8/2019

- 11/18/19 (to be reviewed by the Space Steering Committee 2/24/20)
 - CAB Academic Affairs – Engineering Senior Projects – Spring ‘20
 - Cone 310 & 311 Student Affairs temporary cubicles (6) for Marketing (withdrawn
by Student Affairs, cubicles reverted to unoccupied)

4. Space Requests Received and Under Review

Academic Affairs - AISLE – Faculty/Staff Recording Studio
Atkins 146 & suite 149 – Academic Affairs – Center for Graduate Life

5. Space Requests for Review and Action

The following requests were presented for review and action:

Belk Gym – University Advancement and Constituent Relations in conjunction with the Mecklenburg County Board of Elections requested space for early voting for Spring '20 (February 12th through March 3rd) and Fall '20 (October 14th through November 3rd). The space that was identified and met the criteria of Mecklenburg County Board of Elections for a voting site is Belk Gym 130/130A. The spaces have been allocated to the Kinesiology and Venture Outdoor Leadership departments but will not be occupied until December 2020 by the departments so they are available for use as a voting site. Parking and Transportation Services (PATs) has agreed to designate use of Cone Deck and Lot 7A for voting parking.

Rich Steele motioned to approve as proposed. Clay Andrews seconded the motion. There was no opposition, the motion passed.

Jamil Niner Student Pantry – The Jamil Niner Student Pantry is currently housed in a location owned by the UNC Charlotte Endowment. A Memorandum of Understanding (MOU) was in place that outlined the building's use as the student pantry for two years ending December 2019. A one year extension is being requested providing for continued use through the end of 2020.

Clay Andrews moved to approve as proposed. Casey Tullos seconded the motion. There was no opposition, the motion passed

CAB (exterior parcel) – Academic Affairs requested an exterior site adjacent to the CAB building parking lot to build a 240 sf greenhouse for Biological Sciences to relocate the function of the current greenhouse (266 sf) located on the top floor of McEniry. The existing location is not accessible by elevator. The request is to site the proposed 240 sf greenhouse and allow for a second 240 sf in the future. Rich Steele asked about the status of a change in functionality for CAB and submitted that if it will be occurring in the near future, the additional parking spaces absorbed by the greenhouse will likely be needed. Kathryn Horne answered that no final decision has been made on the future use of CAB and there is no immediate funding. Jon Varnell clarified that there will be a minimum of 4-5 years before any change will happen in CAB due to the budgeting constraints. Kathryn also submitted that various other sites were considered. Jon Varnell suggested that the greenhouse(s) be sited to minimize impact to the existing lot and allow for future expansion of the lot.

Casey Tullos moved to approve the request with the caveat that the greenhouse(s) be sited to minimize impact to the existing lot by locating the greenhouse(s) as far to the north-east as grading will allow for which will anticipate and prepare for the expansion of the parking lot in the future. Karen Shaffer seconded the motion. The motion passed.

Belk Gym Offices – A revision to the previously SPACe approved (1/29/19) allocation at Belk Gym to Venture Outdoor Leadership and Kinesiology for the office suite space is requested. Venture and Kinesiology are proposing that they switch locations within the office suite to better fit their existing needs. Revision also includes changing room 121 (235 sf), currently an office to a Kinesiology Research Lab. No renovations or specialized fixed equipment installations will be needed.

Darin Spease moved to accept the proposed revisions to the 1/29/19 space allocation. Rich Steele seconded the motion. There was no opposition, the motion passed.

Atkins 147E – Academic Affairs is requesting to reallocate an office from CLAS to Library. Two adjacent, currently vacant rooms, 147D & E will be utilized for library circulation staff.

Clay Andrews moved to approve the reallocation request. Rich Steele seconded. There were no objections, the motion passed.

6. Informational

Niner University Elementary Lab School at Amay James – the new 30,000 sf elementary school leased from Charlotte Mecklenburg Schools and operating in conjunction with the Cato College of Education was shown to the committee for information only.

Meeting adjourned at 4:00

The next SPACe meeting will be February 18, 2020 at 3:30 – Reese 211

Space Management: Supporting the Mission of UNC Charlotte



AGENDA

- Review Previous Minutes
- SPACe Recommendations
- Space Requests Received and Under Review
- Space Requests for Review & Approval (revised 1/29/20)
- Discussion



SPACe RECOMMENDATIONS

SPACe – SSC RECOMMENDATIONS

September 25, 2019

- Cameron 185 Academic Affairs allocated (1) of (4) workstations
- McEniry 2nd & 3rd Floor Geography & Earth Science lab relocation from Cameron 2nd floor to prepare for comprehensive renovation
- Cone 311 Student Affairs temporary office and cubicles during renovation
- CAB 108D ITS temporary supply storage for Data Center and RUP 5 construction projects through 12/20/19
- CAB 800 sq. ft. temporary open storage of tables/chairs while Student Union renovation is taking place – through August 2020

SPACe – SSC RECOMMENDATIONS

November 18, 2019

- CAB Academic Affairs – Engineering Senior Projects – Spring 2020
- Cone 310 & 311 Temporary Student Affairs temporary cubicles (6) for Marketing



SPACE REQUESTS – RECEIVED

SPACE REQUESTS RECEIVED & UNDER REVIEW

- Academic Affairs – AISLE Faculty/ Staff Recording Studio
- Facilities Management Office of Waste Reduction & Recycling needs exterior space outside of Denny Building to store the recycling containers used for servicing the complex.
- Academic Affairs Center for Graduate Life moves to Atkins 146 meeting room and suite 149 from Cone suite 268 and 265 meeting room.



SPACE REQUESTS – FOR REVIEW

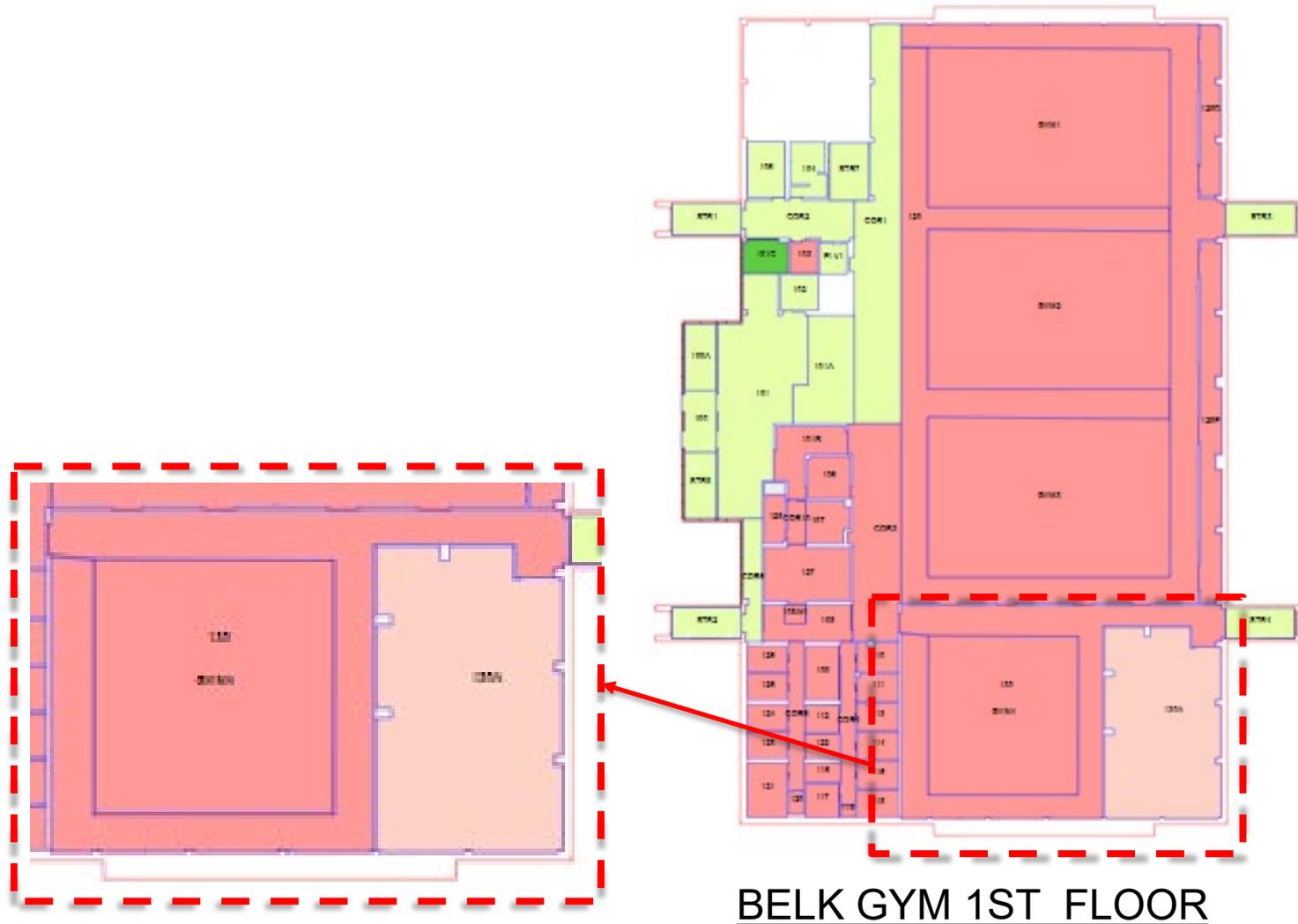
SPACE REQUESTS FOR REVIEW

- Belk Gym 130/130A
 - University Advancement – Constituent Relations
 - Spring 2020 early voting site (February – March)
 - Fall 2020 early voting site (October – November)
 - Jamil Niner Student Pantry
 - Extend/renew current location agreement
 - CAB (exterior area)
 - Academic Affairs – Biological Sciences – Research Greenhouse
 - Belk Gym offices
 - Academic Affairs/ Student Affairs – Revise 1/29/19 SPACe allocation
- Informational**
- Niner University Elementary at Amay James
 - Academic Affairs – Cato College of Education

UNIVERSITY ADVANCEMENT CONSTITUENT RELATIONS – EARLY VOTING

- University Advancement - Constituent Relations in conjunction with the Mecklenburg County Board of Elections requests use of Belk Gym 130 and 130A for a Spring and Fall early voting site.
- Spring early voting dates are Wednesday, February 12 through Friday, February 28. Weekday hours of a site being open would be 8:00 AM to 7:30 PM and the final Saturday 8:00 AM-3:00 PM. Election day is March 3, 2020.
- Fall early voting dates are tentatively Wednesday, October 14-Friday, October 30. These dates have not been confirmed and are subject to change. Election day is November 3, 2020

UNIVERSITY ADVANCEMENT CONSTITUENT RELATIONS – EARLY VOTING



JAMIL NINER PANTRY

- 124 John Kirk (house) allocated for use as Niner Pantry in 2015 for 2 years
- The pantry provides assistance to UNC Charlotte undergraduate and graduate students who struggle with food insecurity.
 - The Pantry operates M, W, and Th from 2-5
 - Student volunteers must be supervised by UNC Charlotte staff at all times.

Endowment has agreed to extend the MOU for an additional calendar year (2020).

A Memorandum of Understanding has been completed

JAMIL NINER PANTRY



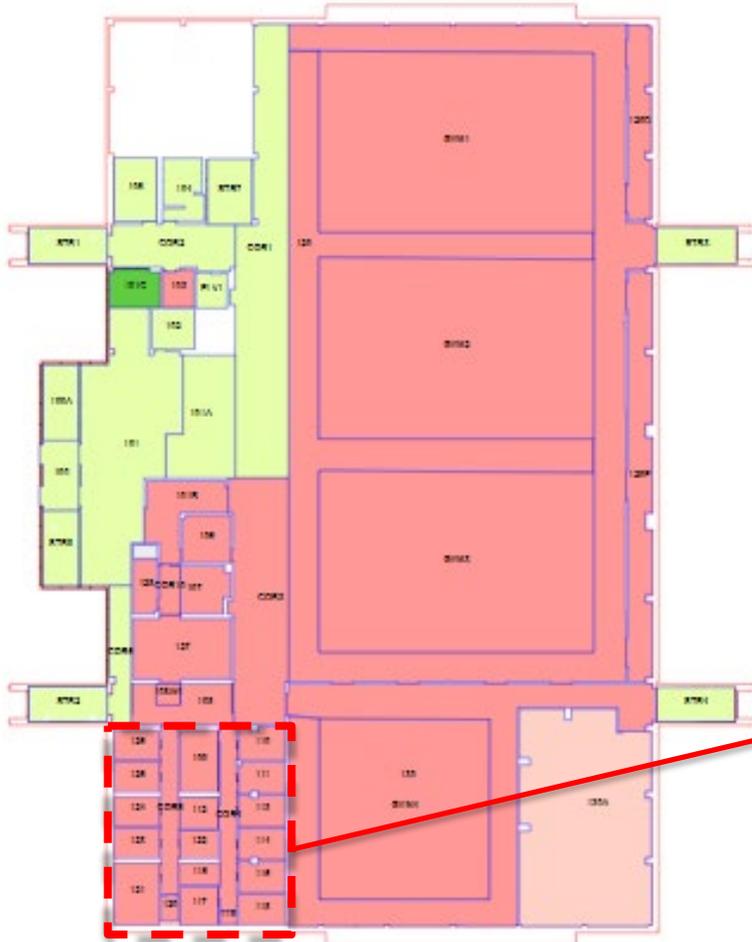
Our mission at the Jamil Niner Student Pantry is to ensure food security, human dignity, and well-being on campus by providing in-need UNC Charlotte students with healthy, culturally appropriate emergency food.

1. To serve students' food insecurity needs.
2. To raise awareness and to educate the campus as well as the community about food insecurity.
3. To provide an on-campus site for service learning.

BIOLOGICAL SCIENCES GREENHOUSE

- Academic Affairs requests exterior space to build a 240 sf research greenhouse for Biological Sciences adjacent to the CAB parking lot.
- Option to build an additional 240 sf greenhouse for Biological Sciences in the same area.
- Greenhouse currently being used by Biological Sciences is in McEniry, 5th floor (266 sf) The elevator does not go to that floor.

BELK GYM



BELK GYM 1ST FLOOR



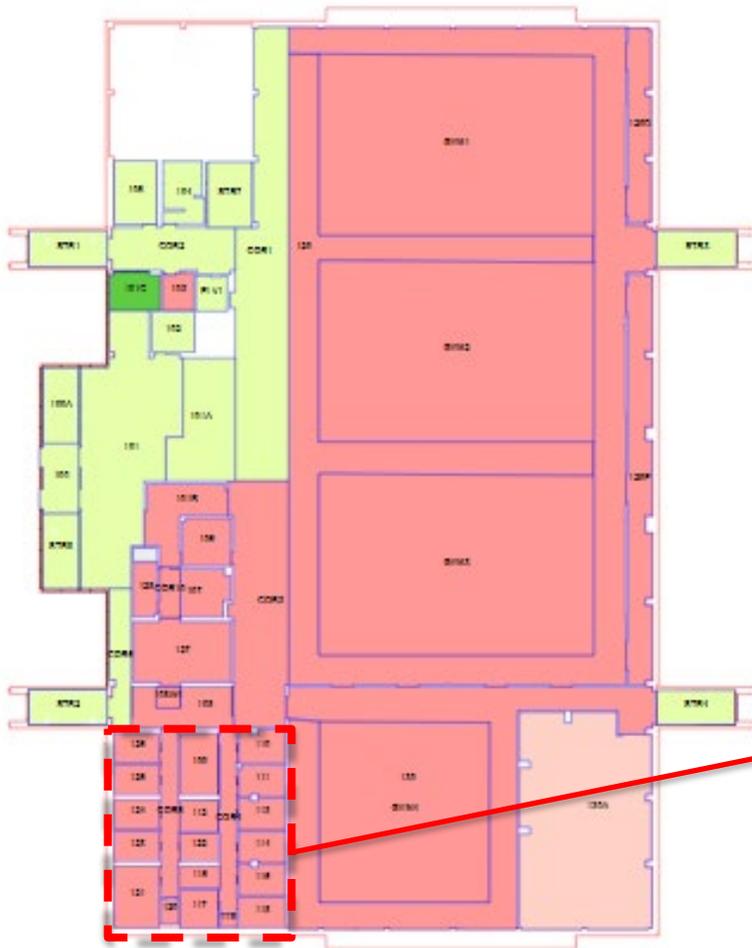
SHARED OFFICE SUITE

BELK GYM – 1ST FLOOR

Previous Recommended Request

- KINESIOLOGY
- VENTURE
- VENTURE/KINESIOLOGY

BELK GYM



BELK GYM 1ST FLOOR



PROPOSED THROUGH 12/22

- KINESIOLOGY
- VENTURE
- ATHLETICS
Through 12/22
- SHARED

Belk Gym room 011 would be allocated for shared, scheduled use by KNES, Venture and Urec through 12/22

BELK GYM

Proposed Revised Request



Room 121 – 235 sf

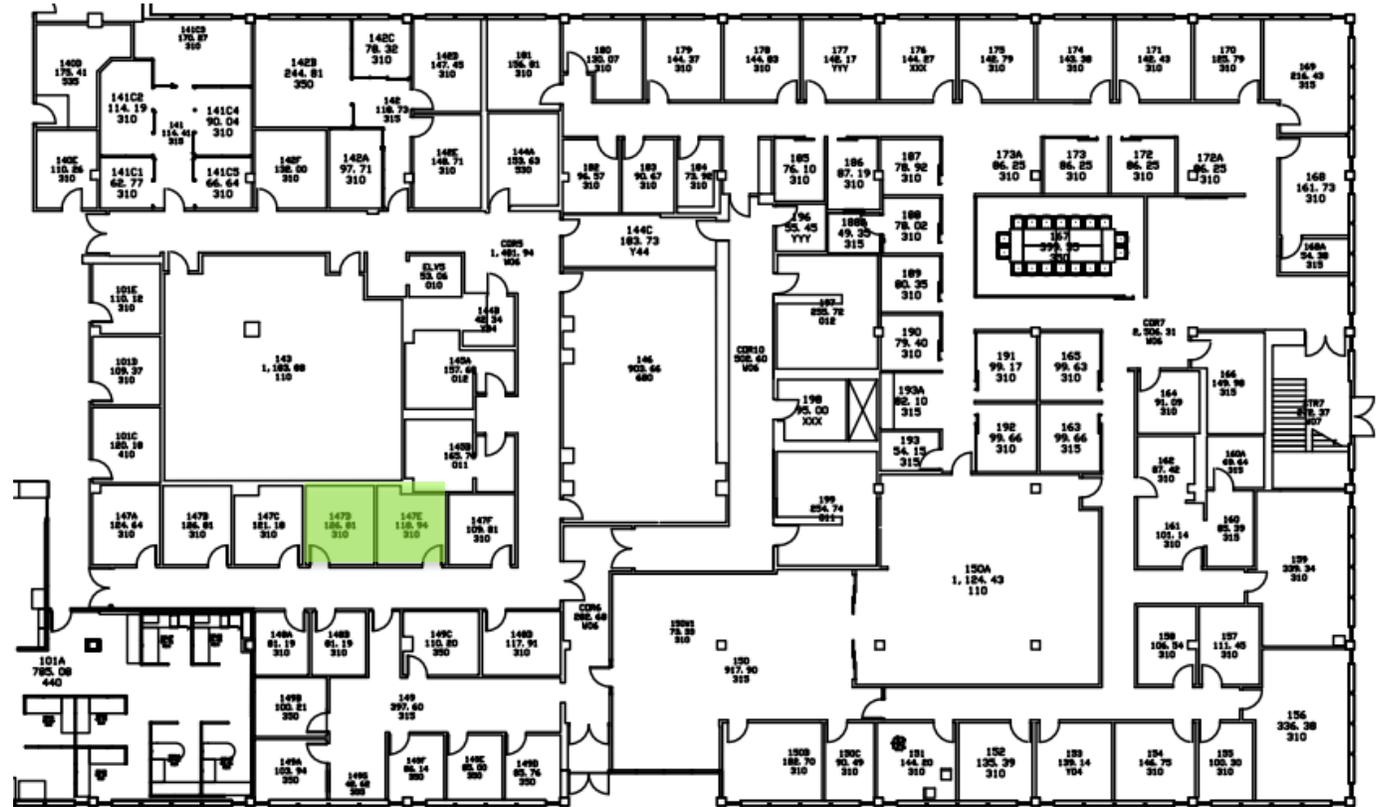
- Research Lab (no renovation work or specialized fixed equipment installations needed at this time)
- Principal Investigator – David Bellar

BELK GYM – 1ST FLOOR

ATKINS LIBRARY

Academic Affairs requests reallocating Atkins office 147E from CLAS to Library.

The library would like to move library circulation desk staff to rooms 147D and 147E – both are vacant.



ATKINS LIBRARY – 1ST FLOOR

NINER UNIVERSITY ELEMENTARY LAB SCHOOL

Informational:

- The UNC Charlotte Lab School will occupy one 30,000 SF building on 36.59 acre site at Amay James (CMS facility)
- There are multiple buildings and structures on the site; the Lab School building is identified as “Building #1”.

NINER UNIVERSITY ELEMENTARY LAB SCHOOL



Informational:

UNC Charlotte Lab School
at Amay James (CMS facility)

NINER UNIVERSITY ELEMENTARY

NINER UNIVERSITY ELEMENTARY LAB SCHOOL

Informational:



NINER UNIVERSITY ELEMENTARY



DISCUSSION