



Space Planning Advisory Committee (SPACe)
Meeting Minutes
Wednesday, July 31, 2019
10:00 – 11:30 A.M.
Reese 524

Attendees: Joe Bace, Darin Spease, Donia Schauble, John Storch, Jay Raja, Kathryn Horne, Lee Gray, Michelle Embry, Richard LaLiberte, Rich Steele, Sujit Chemburkar, Jon Varnell, Karen Shaffer, Casey Tullos

Absent: Steve Coppola, Tammie Boyd

1. General

Welcome and introductions of the new committee member Dr. Casey Tullos, Interim Associate Vice Chancellor and Director of Residence Life.

2. Review Previous Minutes

Jay Raja moved to approve the minutes from the previous SPACe meeting that was held June 26, 2019. Lee Gray seconded the motion. The motion passed.

3. SPACe Recommendations

Space requests recommended by SPACe at the 5/30/19 and 6/26/19 meetings and by the Space Steering Committee at the 6/27/19 meeting were reviewed.

4. Space Requests Received and Under Review

Academic Affairs – AISLE – Faculty/Staff Recording Studio
Student Affairs – Cone 349 – Student Assistance & Support Services relocation
Academic Affairs – Cone 349 – Niner Central expansion
Student Affairs – King 204 – Dean of Students – New Student and Family Services central location
Student Affairs – King 118, 118A, B & C – Dean of Students – relocation and consolidation of Research & Assessment Department

5. UNC Charlotte Office Space Presentation

- Office space, sizes and configurations
- Why does office space matter?
- How should we rethink office space?

Information and data about UNC Charlotte current office space was presented. Factors influencing trends in office space were presented. Discussion followed regarding office size and functionality.

6. Discussion

Lee Gray suggested looking into the growth of the PhD and graduate programs to see how it has affected the amount of office space on campus.

A model similar to the WeWork model will be tested in PORTAL. This should be analyzed to see if and how it could be implemented in other locations on campus.

The campus needs to implement more standardization for furniture. Jay Raja informed the committee that Academic Affairs is working on creating a furniture installation that will demonstrate some of the options that can be used to improve while retaining efficiency and functionality. Older furniture is oversized compared to general use today.

An action plan is needed to address the need for office space. The plan will include a commitment to reduce office sizes and create more shared use options.

Rich Steele noted that the office spaces in the Auxiliary Services Building demonstrate an evolution of existing spaces because no money has been allotted for renovation to make the space consistent with standards. This is a common issue on campus.

John Storch thinks we need to consider the difference between the amount of time spent in an office for both faculty and administrative staff. Jay Raja noted that the increase in online classes could decrease the numbers of office spaces for faculty needed on campus.

Lee Gray thinks that office quality needs to be a high priority. Access to light leads to increased productivity and satisfaction and everyone deserves the same quality of space. Kathryn Horne noted that there would be a trade-off for individual offices and access to natural light (i.e. – offices constructed at the core of the floor, not at the perimeter with glass (storefront) doors and walls allowing daylighting at the perimeter open office areas.)

Kathryn noted that although new buildings are more consistent with our space standards, some of the renovations have not followed the standards because of budget constraints that do not allow changes to the spaces.

Jon Varnell expects consistency of implementing space guidelines to improve with the reorganization of Facilities Management and the implementation of a project intake process. He would like a proposal to be brought back to the SPACe committee that can be recommended to the Space Steering Committee. Open office concepts highlighting efficiency and effectiveness should be included.

The Meeting Room study has not started, but the Provost Office has a graduate student gathering information. Sujit Chemburkar, Karen Shaffer, and Jay Raja have met to discuss how meeting spaces can be better utilized.

Lee Gray submitted that the School of Architecture has enough hoteling spaces for adjunct faculty.

Rich Steele recommends that more co-working landing space be provided in public areas of campus near coffee and food, i.e. the Student Union, Fretwell, and Cone.

The goal is to increase the amount of shared space on campus. Guiding principles determining how space is allocated must be drafted. The type of work that is done in the space needs to be defined.

Casey Tullos clarified that her expectation for collaborative spaces would be interdepartmental; collaborative spaces within a department can be more of a distraction.

John Storch shared that meeting spaces across campus need to be standardized, and that support availability should be consistent and not burden the department where the room is located.

Meeting adjourned at 11:30

The next SPACe meeting will be August 26, 2019 from 2:00 – 3:30 p.m. in Reese 524.