



Space Planning Advisory Committee (SPACe)
Meeting Minutes
Monday, November 18, 2019
3:00 – 4:00 P.M.
Reese 211

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

Absent: Tammie Boyd, Casey Tullos, Clay Andrews

Guests: Cathy Blat and Jim Hartman from The William States Lee College of Engineering

1. General

The meeting was called to order and guests from the College of Engineering were introduced.

2. Review Previous Minutes

Jay Raja moved to approve the minutes from the September 25, 2019 meeting. Lee Gray 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

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 –	Dean of Students – relocation and consolidation of Research and Assessment Department
Student Affairs – Cone 222 –	Office of Fraternity and Sorority Life
Board of Elections –	2020 Early voting site (February – March)
Jamil Niner Student Pantry –	Extend/renew current location agreement

5 Space Requests for Review and Action

The following requests were presented for review and action:

CAB – Academic Affairs is requesting space for the College of Engineering’s Senior Design Program for the Spring 2020 semester. While there are some spaces for the program currently on campus they are not adequate to accommodate current needs and projected growth in program enrollment. The CAB space will accommodate the need for the 13-15 project groups of 5 for the Spring ‘20 semester. At maximum group capacity the allotted space will allow for 54 square feet per student.

Academic Affairs will need to submit a space request during the Spring 2020 semester to extend the use of the space. Dining Services will surplus and/or move items currently stored in the building, the Engineering department will tag items for use in the program. CAB building’s future - A study is underway to determine the viability of comprehensive adaptive reuse of the building for use by the Information Technologies Services department.

Jay Raja moved to approve the request, Rich Steele seconded. The motion passed.

Cone 3rd Floor – Student Affairs is requesting temporary space for four Marketing staff and two student workers that have been displaced as a result of the renovation of suite 251 in the Student Union. The renovation will eliminate the four offices formerly occupied by these staff and a request for permanent space must be submitted and reviewed. The temporary space will be allocated for one year beginning 1/1/20. Four workstations in room 310 will be allocated for staff (310C22, 23, 24 & 28) and two workstations in room 311 (311C4 & C5) will be allocated for the student workers. Sujit C noted that the two workstations shown on the plan (311C9 & C10) are currently occupied by Enrollment Management staff. Joe B confirmed that 311C9 and 10 are currently occupied and that 311C4 and C5 are the two cubicles that are available for assignment for the student workers.

Jaja Raja moved to approve the request, Sujit Chemburkar seconded. The motion passed.

6 Presentation – STEM Space Needs

Meeting the need for STEM space – presentation by Kathryn Horne

Lee Gray commented on the importance of the space needs and continued growth of the non-STEM colleges within Academic Affairs. He submitted that while there is an emphasis on the STEM disciplines, the non-STEM studies continue to be an important and equal part of the university's curriculum and majors tracks of studies at UNC Charlotte.

Jay Raja concurred and spoke to the logistics of one of the most complicated, multi-faceted projects on the campus; the comprehensive renovation of the 2nd floor of Cameron. Identifying and moving groups to other locations to vacate the floor while HVAC work is getting underway at McEniry and the new Science building is under construction.

Jon Varnell generally concurred and offered that while space metrics is an important part of space planning, it is not the only part. There are other equally important strategies to consider to better efficiently utilize existing, underutilized space on campus.

The group also discussed that while Space Management is currently working with Academic Affairs to develop research space metrics options there was general agreement that we need metrics for not just STEM disciplines but also for other departments and colleges.

Meeting adjourned at 4:01

The next SPACe meeting will be scheduled to be held in January 2020