



UNIVERSITY OF ALBERTA

UNIVERSITY GOVERNANCE

General Faculties Council
Facilities Development Committee
Approved Open Session Minutes

Thursday, September 28, 2017
2-31 South Academic Building (SAB)
1:30 PM - 4:00 PM

ATTENDEES:

Wendy Rodgers, Chair
Debbie Feisst
Chenyang Feng
Joanna Harrington
Andrew MacIsaac
Robyn Paches
Stephanie Russell
Andrew Sharman
Zizhao Wang

NON-VOTING:

Pat Jansen
Ben Louie
Anna Vocioni

REGRETS:

Sandeep Agrawal
Cheryl Harwardt

STAFF:

Marion Haggarty-France, University Secretary
Meg Brolley, GFC Secretary and Manager of GFC Services
Andrea Patrick, Committee Coordinator

OPENING SESSION

1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Russell/MacIsaac

THAT the GFC Facilities Development Committee approve the Agenda.

CARRIED

2. Approval of the Open Session Minutes of May 25, 2017

Materials before members are contained in the official meeting file.

Motion: MacIsaac/Sharman

THAT the GFC Facilities Development Committee approve the Minutes of May 25, 2017.

CARRIED

3. Comments from the Chair

The Chair welcomed all to the first meeting of the 2017-2018 academic year and invited members to introduce themselves.

4. Committee Kick-Off and Orientation 2017-2018

Materials before members are contained in the official meeting file.

Presenter(s): Marion Haggarty-France, University Secretary; Meg Brolley, GFC Secretary and Manager of GFC Services

Purpose of the Proposal: To provide committee members with an overview of the principles under which GFC operates and how these inform the work and functioning of the committee. To orient members to the committee's mandate, terms of reference, procedures and to committee member roles and responsibilities.

Discussion:

Ms Haggarty-France and Ms Brolley provided members with a high level overview of the university's governance structure. Members were provided with an orientation to GFC's approved principles of delegated authority and committee composition and the significance of these documents to the structure and functioning of FDC. In addition, the roles and responsibilities of members and procedural rules were reviewed. Finally, the mandate and responsibilities of FDC were discussed and the recommendations of the ad hoc committee for changes to the committee's terms of reference were introduced.

The Chair thanked the presenters.

5. Capital Project Planning Orientation

There were no documents.

Presenter(s): Ben Louie, University Architect; Lorna Baker Perri, Director (Space Management); Pat Jansen, Associate Vice-President (Facilities and Operations)

Purpose of the Proposal: To provide members with an orientation on the institutional capital projects planning process.

Discussion:

Mr Jansen began the presentation by explaining that the capital projects planning process is guided by planning, process, and key institutional considerations including the elements of the current institutional strategic plan and academic programming needs.

Ms Baker Perri provided members with a summary of the process of determining programming needs, and that the process begins with extensive collaboration with stakeholders and includes creating a general space program (GSP) and a functional program. While the GSP is about requirements, the functional program is solution-oriented and establishes scope. The business case is related to budget and outside of the mandate of FDC.

The presentation highlighted the definition and relevance of the Long Range Development Plan (LRDP) and Sector Plans and their holistic utilization towards campus development.

Finally, it was noted that there are two elements within capital projects initiation including the LRDP and general project stages.

During the discussion, questions arose regarding the use of acronyms at FDC; the non-academic space planning process; how shared academic/clinical space is determined.

ACTION ITEMS

6. GFC Facilities Development Committee (FDC) Terms of Reference: Proposed Changes

Materials before members are contained in the official meeting file.

Presenter(s): Wendy Rodgers, Chair, GFC FDC

Purpose of the Proposal: The committee terms of reference are being amended to reflect the GFC principles on delegated authority and committee composition approved by GFC on April 21, 2017. The Report of the *ad hoc* Committee on Academic Governance including Delegated Authority, endorsed by GFC on April 21, 2017, did not recommend any substantive changes to the GFC FDC terms of reference.

Discussion:

The Chair provided a summary of the proposed amendments to the terms of reference, noting they were minor in nature and intended to provide compliance with the recently-approved GFC 'Principles' documents outlining membership composition and voting status. The additional proposed addition was the formal recognition of the LRDP within the terms of reference.

During the ensuing discussion, questions arose surrounding one of the committee's areas of responsibility; the official definitions of repurposing and renovation; clarification about ancillary units and IST in space planning.

Motion: Russell/Paches

THAT the GFC Facilities Development Committee recommend that General Faculties Council approve the proposed changes to the GFC Facilities Development Committee Terms of Reference as set forth in Attachment 1, to take effect upon approval.

CARRIED

7. Information Services and Technology: General Space Program

Materials before members are contained in the official meeting file.

Presenter(s): Lorna Baker Perri, Director (Space Management); Brian Stewart, Deputy Chief Information Officer (IST); Shannon Loughran, Accommodation Planner (Space Management); Carrie Rogerson, CR Design Inc.

Purpose of the Proposal: To form the basis for furthering planning for the Department of Information Services and Technology (IST). To provide an analysis of the space requirements; both present and future for the Department of Information Services and Technology (IST).

Discussion:

Ms Baker Perri delivered a presentation outlining the current and future space requirements for the Department of Information Services and Technology at the University of Alberta.

During the presentation, it was noted that the GSP supported IST's needs for space renewal and reconfiguration towards a more open, collaborative space. Key factors influencing IST's space needs were identified as open office environments, management style, access and image, centralized location, departmental consolidation, and process improvement.

Ms Baker Perri explained that the next steps include the creation of a Functional Program to assess how IST would fit into current space if reconfiguration occurs.

Following the presentation, discussion related to whether the Motion included plans for non-academic space. Members sought clarification about the need for IST to be centrally located on North Campus as well as whether the space was intended for academic and student purposes. Members also discussed whether there is enough current space and why an open work model is considered best practice in this case.

Motion: MacIsaac/Russell

THAT the GFC Facilities Development Committee approve, under delegated authority from General Facilities Council and on the recommendation of Planning and Project Delivery, the proposed Information Services and Technology: General Space Program (as set forth in Attachment 2) as the basis for further planning.

CARRIED

DISCUSSION ITEMS

8. Augustana Campus Long Range Development Plan Amendment: September 28, 2017 Community Open House #1

Materials before members are contained in the official meeting file.

Presenter(s): Ben Louie, University Architect; Anastasia Lim; Executive Director (University Relations); Nancy MacDonald, Stantec

Purpose of the Proposal: To provide GFC Facilities Development Committee with a progress update on campus planning activities on Augustana Campus during the 2016-2017 academic year and to receive feedback on proposed amendment to the Campus Long Range Development Plan (LRDP).

Discussion:

Mr Louie explained that several factors have influenced the proposed changes to Augustana's LRDP, including the addition of several new buildings, new land, updates to various overarching policy documents, and land and transportation planning activities being undertaken by the City of Camrose within the vicinity of campus. Mr Louie presented on the campus planning principles for this project.

The presentation continued with discussion surrounding parking and the campus land use concept aimed at accommodating an increase of enrolment.

Ms Lim briefed members about the two open houses planned regarding this proposal.

During the discussion, questions arose regarding parking at Augustana, land planning, and mixed-use facilities at Augustana with the City of Camrose.

9. Projects Update from Facilities and Operations

There were no documents.

Presenter(s): Pat Jansen, Associate Vice-President (Facilities and Operations)

Purpose of the Proposal: For information/discussion.

Discussion:

Mr Jansen provided an update of ongoing projects at the University of Alberta:

Past Projects presented to FDC – Construction Phase

Research and Collections Resource Facility (RCRF): Building is nearing the substantial completion phase (this week) - final building commissioning and landscaping is now underway, move plans are in place and will commence in the early part of October. Contractor hosted an appreciation barbecue in mid-August - a few tours were provided. Libraries will establish open house date. Facilities and Operations will continue to monitor for building effectiveness, occupancy comments and lessons learned.

Peter Lougheed Hall: Building is turned over and now occupied - no future reporting.

East Campus Village Residence Building: Ongoing per schedule; building interior fit-outs are now progressing with building envelope enclosure targeted to be completed prior to winter conditions.

Lister 5 Residence Building: Ongoing per schedule (crane now removed), connecting link interior tower work has been completed. Occupancy will be achieved in 2018.

SIF: (ongoing per planned schedule - interior renovations - Labs, Classroom, etc. - and system renewals) CMEB, ECREP, ETLC, Bio Sci, Chem West, Augustana, CSB, MSB, CSJ; all implementing fast tracked construction sequencing to achieve a April 2018 completion. Several projects are nearing completion. Recent federal and provincial representatives attended several sites with no noted concerns expressed.

In Design/Construction Phase

Twin Arena: RFP has been issued, selection of Prime Consultant nearing a conclusion, will be coming forward to FDC with designs for review/approval in late 2017, early 2018. Schematic and design development Phase.

Maskwa House: No change, project has reached design development phase - awaiting financial support.

UA Botanical Garden (UABG) - Islamic Garden: Great progress has been made over the summer, looking to advance project to 90% completion prior to year-end. Spring work will include final clean-up and plantings. We would consider that a spring FDC meeting be held at the UABG.

UA Pavilion (Garden): Pavilion prime consultant has been selected to advance to design development phase - will be focus of future presentations. At this point capital funding has yet to be fully secured.

Sector and LRDP Augustana: As presented today for information and guidance.

Dentistry Pharmacy: Continuing with ongoing demolition and planning activities. RFP for prime consultants will be issued in late 2017 with programmatic, schematic and design development phases being brought forward to the committee in 2018.

10. Question Period

A member commented on the Canada 150 Celebration recently held on South Campus.

INFORMATION REPORTS

11. Items Approved by the GFC Facilities Development Committee by E-Mail Ballots

There were no items.

12. Information Items Forwarded to Committee Members Between Meetings

There were no items.

CLOSING SESSION

13. Adjournment

The Chair adjourned the meeting at 4:20 p.m.