

Facilities Advisory Committee Meeting

Wednesday October 12, 2016

I. **Time, Location, and Attendees**

- 3:00 – 4:30 P.M. Administrative Center – Brookside Room
- Members present: Cory Beard, James DeLisle, Sean Grube, Linda Mitchell, Daniel Morel, Deborah Phillips, Robert Simmons
- Staff Present: Patricia Kohlscheen, Karen Lavendusky, Jeff Vandel
- Minutes recorded by: Patricia Kohlscheen

II. **Motion to Approve – Meeting Minutes – June 8, 2017**

- Cory Beard motion and James DeLisle second the motion to approve the minutes. Approved.
- Bob Simmons noted the access to the Facilities Advisory Committee website has been re-established and we will begin to upload minutes from previous meetings.

III. **Space Request – 5317-19 Holmes – School of Nursing and Health Studies – BHS Program (Phase II)**

- See attached for background information, justification, and the Request for Space Recommendations
- Sean Grube motion and Daniel Morel second the motion to approve the space request recommendations for the School of Nursing and Health Studies – BHA Program (Phase II). Approved.

IV. **Discussion – Space Management Policies and Procedures and Historic Context**

- Review April 12, 2009 UMKC Space Management Policies and Procedures
 - The Facilities Advisory Committee (FAC) was established in 2008 and one of the first thing they were tasked to do was to develop a set of space policies and procedures for the campus. The campus prior to that had no space policies or procedures.
 - The FAC pulled together some best practices and options. The FAC arrived at the policies and procedures that were approved by Administration and put in place in 2009.
 - We have revisited the policies and procedures over time, but we have found that they are working well and that there wasn't an immediate need to make changes.
 - One area that has had much discussion over the past year and that the FAC has acknowledged does need to be address is the Research Space Policies.
 - Overall, the policies and procedures have worked well since their adoption. There is not a lot of empty space on campus. The space that is empty is not usually not high quality space. Most of the empty space is located in the 4825 Troost building, the 4747 Troost building, Epperson House and in houses.
 - The space in houses is ideally not space that should be used for academic purposes. One of the goals of the Campus Master Plan was to migrate offices out of houses and into academic buildings.

- The policies and procedures process has operated consistently and successfully in most instances since 2009:
 - Per the policy, a group desiring space on campus makes a request to Campus Facilities for the space.
 - The Campus Space Planner (Karen Lavendusky) receives the request and does the initial analysis their needs and options on campus.
 - As we worked through this process, we have tried to avoid the position of arbitrating between two units who are requesting the same space or requesting space occupied by another unit. We have tried to facilitate cooperation between units in these cases so that a jointly supported solution is brought to the FAC.
 - We have been fairly consistent in noting that all units can use their space more efficiently. As a result of this due diligent we haven't had a lot of space request come before this committee that have had competing interests.
 - An example of a time when this did occur was when School of Pharmacy moved to Hospital Hill and that emptied out Katz Hall, which had been a science/research building.
 - The School of Biological Sciences was interested in the space along with the College of Arts and Sciences Department of Architecture Urban Planning and Design program, which was in Epperson House and on the verge of losing their accreditation because of the Epperson House facilities conditions.
 - Both options were brought before the committee and the program accreditation need of the Architecture, Urban Planning and Design program was seen as the greater need and that was the basis upon which the FAC recommendation was made.

V. **Discussion – Space Management Policies and Procedures and Current Context**

- Status of Research Space Policy Review
 - The FAC has recommended beginning to look at our Research Space Policies on the basis of the Space Utilization Study and the FAC has carried this recommendation to the Research Advisory Council.
 - We have proposed to the Research Advisory Council that a joint taskforce, comprised of research faculty members from the Research Advisory Council, the Facilities Advisory Committee, with Dr. Dreyfus and Bob Simmons as co-chairs, should craft a new and more robust Research Space Policy to take to Faculty Senate and campus leadership.
 - This taskforce has not been formed because there are a lot of issues the Research Advisory Council is looking at right now that are of a higher need.
- Review of School of Computing and Engineering (SCE) Space Study and Flarsheim Hall Space Assignments
 - In addition to the overall campus space utilization study, Paulien and Associates conducted a more detailed space needs analysis for SCE, which has seen significant growth and is forecast to continue this growth.
 - The key findings of the study were that there is a major space deficit of 18,500 square feet in the current assignable space and that growth at their projected

strategic plan rate will increase that space deficit to 110,000 assignable square feet.

- It is recognized that Flarsheim Hall cannot meet that level of growth and still take care of the other occupants of the building. Flarsheim Hall, in addition to SCE, also has the Physics Department, the Geosciences Department, and a portion of the Chemistry Department all from the College of Arts and Sciences.
- The biggest portion of that space deficit is in teaching labs and in Engineering that is significant part of the program. In the Engineering discipline these are very specialized labs that often serve combined teaching and research functions due to the large and expensive testing equipment.
- With the growth in enrollment most labs are being used for instruction limiting their use for open student engagement and for research. With the projected enrollment growth there will be a shortage of office and support space for faculty and staff as well.
- The current 2015 enrollment is 1,800 students with projections of about doubling that to 3,350 with an emphasis on undergraduate growth to become a more balanced program.
- In order to address this space deficit, the School of Computing and Engineering is looking at fund raising \$30M to build an engineering teaching lab facility. It wouldn't address all the needs identified in the study, but it would address the teaching lab need.
- Over the past year, but especially during the past summer, there had been discussions about how best to address the SCE needs with the academic units that occupy Flarsheim Hall. About 4 weeks before fall classes started, a meeting was held with Dean Vaught, Dean Truman, Dr. Kruger, the Provost, Bob Simmons, and Vice Chancellor Lindenbaum with the understanding that a solution had to be found to address SCE teaching lab needs for the Fall semester.
- We began a process of looking at many possibilities and early decisions were made which involved taking five central scheduled classrooms in Flarsheim Hall off line for conversion to teaching labs. The charge was given to the Registrar's office to re-look at classroom scheduling to accommodate this change. The Campus Space Utilization study had confirmed that there was capacity for classrooms.
- This decisions happened without going through this FAC or the Space Management Policy and Procedure process. The primary reason for this was that there was never an agreement to bring to the FAC and timing was critical for the start of the Fall semester.
- At this time, it seems best to inform the FAC of what was decided rather than to ask the FAC for approval of something that has already been decided.
- The decisions made for the Fall semester addressed the most critical needs, but do not address the overall deficit projected in the SCE study. While the SCE Teaching Lab building addition is a part of the solution, there are still short term needs that must be addressed. There were other options discussed in the summer that have not been resolved. These are shared for the FAC information only at this time as not decisions were made then or have been made now.

- We looked at reassignments of additional centrally scheduled classrooms to SCE. We also looked at the utilization of all teaching labs within Flarsheim Hall.
- We looked at the utilization of research labs within Flarsheim Hall. Most of those have to do with retirements or research faculty have left the University.
- We looked at the consolidation of workstations for graduate teaching assistants. This was one of the recommendations of Campus Space Utilization Study.
- There is a Geosciences Museum on the second floor of Flarsheim. We have been talking to the College of Arts and Sciences and the Geosciences department about relocating that to a space in the Miller Nichols Library which would make it much more public and visible.
- Geosciences needed additional research lab so they did some consolidation of their graduate teaching assistant stations with Physics and Chemistry and were able to create the needed space.
- There is some office space in the School of Computing and Engineering that could be reconfigured more efficiently.
- In summary what was accomplished this summer was a stop gap measure. If SCE continues to grow both in terms of students and research we have some critical issues to look at. Recently SCE has received a NSF grant that cannot find space in Flarsheim Hall.
- The committee shared general reaction to the SCE report and the Flarsheim Hall space issues.
 - Some people in the other departments in Flarsheim Hall have asked “Why doesn’t the Chancellor just tell the School of Computing and Engineering to stop growing?” Bob Simmons responded that it is difficult in our current budgetary environment to put a limit on what is currently our fastest growing program.
 - A new SCE Teaching Lab building would help a lot but even if we had the money today we would still be two and half to three years away from having the building built.
 - Corey Beard indicated that a new building would be the very helpful, but there are some potential building donors who are suggesting curriculum changes tailored to what they are looking for. This could have an impact on the availability of space and equipment usage.
- FAC faculty members shared some general concerns about research at UMKC:
 - Some of the angst that the research faculty have expressed, in the FAC and the Research Advisory Council, is that there is a sense of a higher value placed on teaching labs over research labs, because of our need to increase enrollment and graduation/retention rates. These are very good goals but maybe that is happening at the expense of the research labs.
 - Linda Mitchell related that within the Geosciences and Chemistry there is a concern about the relative valuing of programs as we are dealing with a variety of issues including fiscal issues, infrastructure issues, and space issues both physical and mental. This doesn’t have a direct impact

on this committee it does have an impact of who gets assigned what kind of spaces.

- Chemistry is hoping to hire at least 3 faculty members in the next five years and even Dr. Durig's old lab would only accommodate two of those people.
- Bob Simmons stated that this discussion amplifies the need to look at the research space policy. It was noted that research space is a by-product of a strong research program.
- Cory Beard added that enrollment seems to get much attention but research does not.

A cultural item that should go away is the term "My Lab". We should be emphasizing our labs and shared labs.

- The student culture is changing and they need much more collaborative space than in the past. Students like working in larger collaborative spaces and don't like working in a single small spaces.
- Bob Simmons wrapped up by restating that the intent of this discussion was to inform the FAC of why the space policy has not worked at times and to make the group aware of the decisions that were made this summer with respect to Flarsheim Hall. We will continue to find way to address these needs.
 - Bob Simmons shared that losing the 6 classrooms at the beginning of the semester has been surprising unpopular. Faculty felt that timing was a big part of this and that if this had happened earlier in the year when the faculty were still on campus and before the registrar had gotten to a certain point in scheduling it might have been a smoother solution.
 - Faculty felt that many of the scheduling issues for classrooms were with rooms that can accommodate about 35 students. The problem is with breakout sessions of 25 students that meet once a week. They were being scheduled in rooms large enough to accommodate only 15 students. This means there weren't enough chairs, students were sitting on floors, and the GTA's were having a hard time managing the class.

VI. Additional Items / Future Meeting Topics

- Ongoing discussions about space and research. Members are encouraged to skim the Research Space Policy that's included in the Space Management Policies and Procedures.
- Ongoing topic of looking at opportunities for a faculty club on campus.
- Epperson is a subject of interest across campus.
- Request for addition topics are welcome.

VII. Motion to Adjourn and Next Meeting

- Next meeting: December 7, 2016, 3:00 – 4:30 PM, ACCF Brookside Room
- Linda Mitchell motion and Daniel Morel second the motion to adjourn. Approved.



TO: FACILITIES ADVISORY COMMITTEE
FROM: CAMPUS FACILITIES SPACE MANAGEMENT
SUBJECT: SPACE RECOMMENDATIONS FOR THE SCHOOL OF NURSING AND HEALTH STUDIES-
BHS PROGRAM (PHASE II)
DATE: 10/12/2016
CC: BOB SIMMONS, ASSOCIATE VICE CHANCELLOR ADMINISTRATION

Recommendation for the School of Nursing and Health Studies-Bachelor of Health Sciences (SONHS-BHS):

This is the second part of the original request and will complete the request of 7 offices needed by the department.

The School of Nursing and Health Studies- Bachelor of Health Sciences program provides a strong and comprehensive sciences-based curriculum for student's perusing allied health careers or graduate studies in public health. The program is taught on the Volker Campus and prepares students for graduate school degree programs such as the Physical Therapy, Pharmacy, Medicine, Nursing and many others. Faculty offices are located on the Hospital Hill campus making it difficult to meet and advise students.

The program has been highly successful and has grown to over 400 students, meeting the program's 5-year 2020-projections for the Fall semester 2016. At the time of the initial Space Utilization Study with Paulien and Associates, the BHS program was in need of 5 faculty commuter-type office spaces. Since then, the program has continued to grow and now has an immediate need for 7 office spaces on the Volker campus. It is important to the program/student's success that the faculty offices be located on the Volker Campus to better serve the needs of students. The School of Nursing and Health Studies have agreed that by providing the BHS faculty office space on the Volker campus, SONHS will in turn create computer type space on the Hospital Hill campus within the Health Sciences Building where the faculty can share office space instead of having two offices between the campuses.

This request is the second half of the request sent and approved in August for the 2nd floor of 5317-19 Holmes totaling 959 sq.ft. This new request is for two additional spaces on the third floor that will house 3 additional employee offices totaling 444 sq.ft. and includes rooms 301 and 302. The space is available immediately.

Approval by the Facility Advisory Committee for 5317-19 Holmes, rooms 301 and 302, as the second part of this request, does not require any additional renovations or other related space changes.



Approved Disapproved Date:

Facility Advisory Committee Chair

Approved Disapproved Date:

Office of the Chancellor

UNIVERSITY OF MISSOURI-KANSAS CITY

SCHOOL OF COMPUTING AND ENGINEERING

October 6, 2016



Flarsheim Hall
Photo by UMKC

Key Findings

- **Academic space at a significant deficit**
 - Current deficit is 18,488 ASF; projected future deficit is 109, 817 ASF
- **Flarsheim Hall cannot meet greater classroom need of increased enrollment**
 - This can be partially alleviated by holding more SCE classes in Flarsheim Hall and examining low utilization rooms for greater efficiency
- **Significant need for teaching laboratories forecasted**
 - Engineering labs are specialized but existing spaces elsewhere in FH may present opportunities
- **Open laboratories are being used for instruction**
 - This limits student access and impedes intended functionality; more open labs are needed
 - There is insufficient space for informal, collaborative learning and group study
- **Research laboratories not at full potential but future need anticipated**
 - Their full potential is not reached due to shared function with teaching and research space not being as productive as possible; considerable space needs projected based upon research growth
- **Existing office space is sufficient, but projected growth will increase need**
 - With increased staff and faculty, office space needs will be greater

Enrollment Assumptions

- Estimated 116% increase in undergraduates
- Estimated 58% increase in graduates

Headcount	2015	Target Enrollment
All SCE	1,788	3,350
Undergraduates	901	1,950
Graduates	887	1,400

Faculty and Staff Assumptions

Estimated 80% total increase in faculty and staff

Position	2015	At Target Enrollment	%Change
T/TT Faculty	32	75	134%
Teaching Faculty& Instructors (FT)	9	20	122%
Adjuncts (0.5 FTE/headcount)	37	45	22%
Total faculty	78	140	79%
Total staff	22	40	82%
Total employees	100	180	80%

Space Needs Analysis

SPACE CATEGORY	Existing ASF	Fall 2015 <i>Student Headcount = 1,701 Staff Headcount = 22</i>			Target Enrollment <i>Student Headcount = 3,350 Staff Headcount = 40</i>		
		Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
Academic Space							
Classroom & Service	1,935	16,061	(14,126)	(730%)	30,694	(28,759)	(1,486%)
Teaching Laboratories & Service	5,738	10,191	(4,453)	(78%)	19,572	(13,834)	(241%)
Open Laboratories & Service	10,788	13,906	(3,118)	(29%)	27,387	(16,599)	(154%)
Research Laboratories & Service	12,693	9,278	3,415	27%	25,200	(12,507)	(99%)
<i>Academic Space Subtotal</i>	<u>31,154</u>	<u>49,436</u>	<u>(18,282)</u>	<u>(59%)</u>	<u>102,853</u>	<u>(71,699)</u>	<u>(230%)</u>
Academic Support Space							
Academic Offices & Service	23,629	23,480	149	1%	55,756	(32,127)	(136%)
Other Department Space	5,458	5,813	(355)	(7%)	11,449	(5,991)	(110%)
<i>Academic Support Space Subtotal</i>	<u>29,087</u>	<u>29,293</u>	<u>(206)</u>	<u>(1%)</u>	<u>67,205</u>	<u>(38,118)</u>	<u>(131%)</u>
CAMPUS TOTAL	60,241	78,729	(18,488)	(31%)	170,058	(109,817)	(182%)

ASF = Assignable Square Feet

Excludes KC STEM Alliance

Teaching Laboratories Utilization Summary

Teaching Laboratory Utilization Analysis by College / Unit

Room Id	Room Use Code	Assignable Sq. Ft.	No. of Stations	Assignable Sq. Ft. Per Station	Average Enrollment	Weekly Student Contact Hours	Weekly Seat Hours	Weekly Room Hours	Hours in Use Student Station Occupancy %
School of Computing & Engineering									<i>No. of Rooms = 6</i>
FH 123	210	1,846	15	123	16	94	6	6	104%
FH 346	210	608	16	38	14	246	15	18	85%
FH 348	210	610	8	76	8	141	18	18	98%
FH 372	210	610	12	51	9	330	28	36	76%
FH 451	210	541	10	54	10	183	18	18	102%
FH 457	210	541	20	27	27	322	16	16	99%
<i>Average</i>		793	14	62	14		16	19	90%
<i>Total</i>		4,756	81			1,316		112	
AVERAGE		793	14	62	14		16.2	19	90%
TOTAL		4,756	81			1,316		112	
NO. OF ROOMS		6							

Research Planning

- Current three year average of research expenditures:
 - Civil/Mechanical: \$382,780
 - Computer and EE: \$343,548
- Anticipated hiring of 40+ T/TT faculty lines
- Target: \$3 million in expenditures
 - Civil/Mechanical: \$1.5M
 - Computer and EE: \$1.5M
- Additional \$300K research target for Dean's office
- Metric: space per \$100K of research expenditures
 - Civil/Mechanical: 900 ASF/\$100K
 - Computer and EE: 600 ASF/\$100K
- Target expenditure at \$3M: **Target ASF 25,200**
- Target expenditure at \$4M: **Target ASF 32,700**

Space Needs for Volker Campus

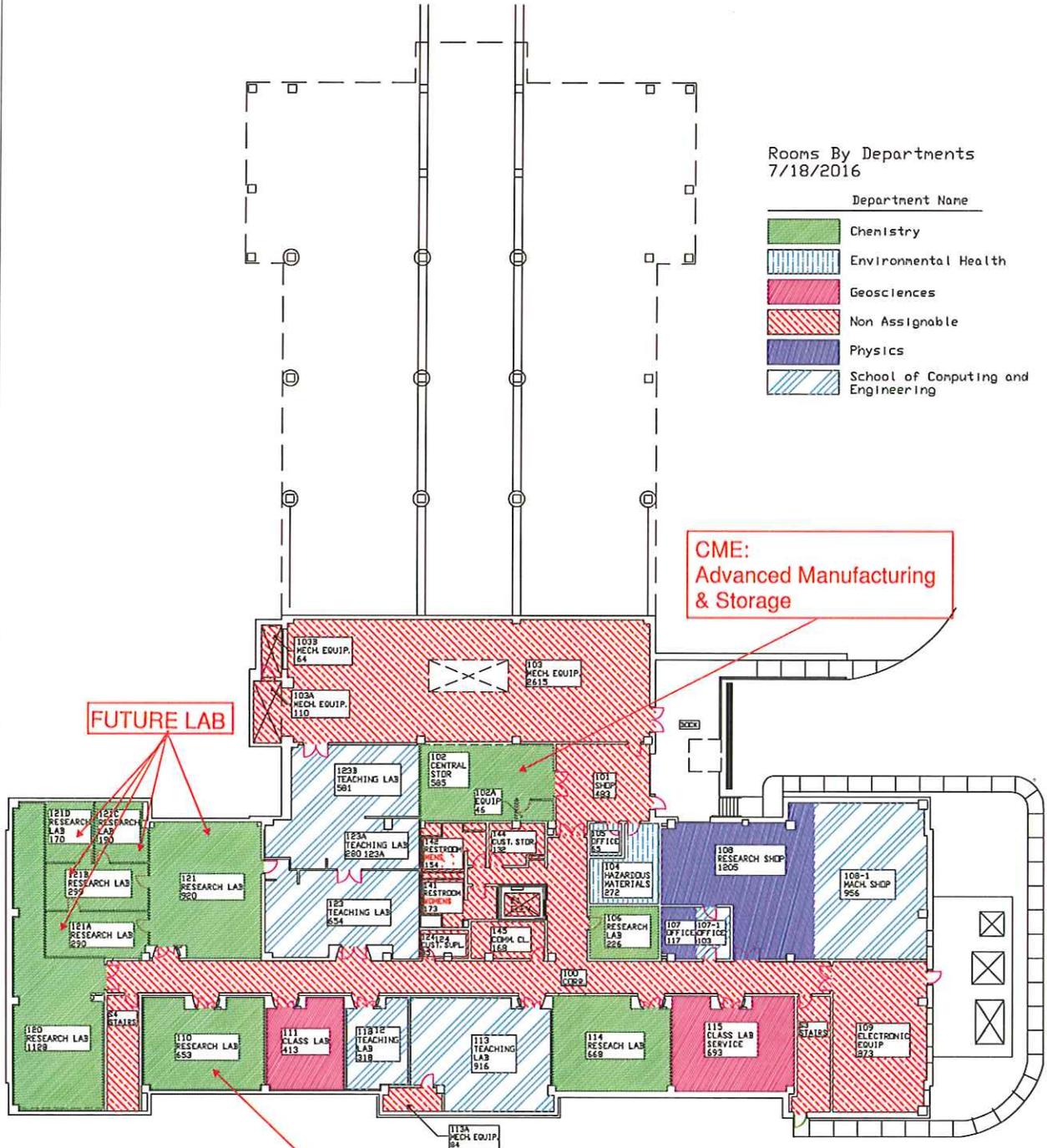
Volker Space Needs by Space Category

SPACE CATEGORY	Existing ASF	Fall 2015 <i>Student Headcount = 11,458 Staff Headcount = 3,238</i>			Fall 2020 <i>Student Headcount = 14,038 Staff Headcount = 3,704</i>		
		Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)	Guideline ASF	Surplus/ (Deficit)	Percent Surplus/ (Deficit)
Academic Space							
Classroom & Service	131,370	121,246	10,124	8%	153,586	(22,216)	(17%)
Teaching Laboratories & Service	61,016	94,736	(33,720)	(55%)	117,589	(56,573)	(93%)
Open Laboratories & Service	70,907	91,666	(20,759)	(29%)	112,306	(41,399)	(58%)
Research Laboratories & Service	89,783	50,141	39,642	44%	52,048	37,735	42%
Recreation & Athletics	103,620	165,405	(61,785)	(60%)	202,772	(99,152)	(96%)
<i>Academic Space Subtotal</i>	<i>456,696</i>	<i>523,194</i>	<i>(66,498)</i>	<i>(15%)</i>	<i>638,301</i>	<i>(181,605)</i>	<i>(40%)</i>
Academic Support Space							
Academic Offices & Service	262,309	248,310	13,999	5%	289,784	(27,475)	(10%)
Administrative Offices & Service	202,067	170,090	31,977	16%	183,745	18,322	9%
Library & Learning Space	152,584	163,553	(10,969)	(7%)	175,163	(22,579)	(15%)
Assembly & Exhibit	70,049	52,533	17,516	25%	62,732	7,317	10%
Physical Plant	46,227	46,593	(366)	(1%)	46,593	(366)	(1%)
Other Department Space	66,462	70,778	(4,316)	(6%)	87,045	(20,583)	(31%)
<i>Academic Support Space Subtotal</i>	<i>799,698</i>	<i>751,857</i>	<i>47,841</i>	<i>6%</i>	<i>845,062</i>	<i>(45,364)</i>	<i>(6%)</i>
CAMPUS TOTAL	1,256,394	1,275,051	(18,657)	(1%)	1,483,363	(226,969)	(18%)

Copy of campus study for reference

Rooms By Departments
7/18/2016

Department Name	
	Chemistry
	Environmental Health
	Geosciences
	Non Assignable
	Physics
	School of Computing and Engineering



Shared A&S
GTA Space

Rooms By Department
7/18/2016

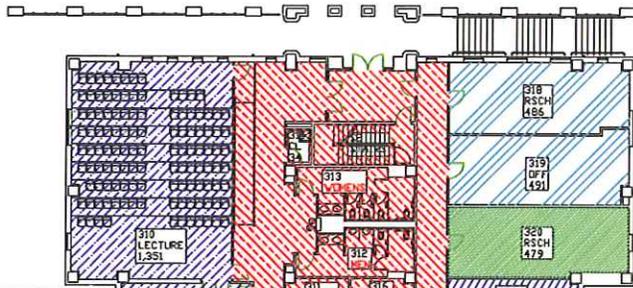
- Department Name
- Chemistry
 - Geosciences
 - Non Assignable
 - Physics
 - Registration and Records
 - School of Computing and Engineering



Teaching Lab-NSF

Teaching Lab:
Power Electronics

Research Lab:



Rooms By Department
7/18/2016

- Department Name
- Chemistry
 - Non Assignable
 - Physics
 - Registration and Records
 - School of Computing and Engineering
 - Student Auxiliary Services
 - Vacant Space

Teaching Lab:
Electronics and
Magnitizm

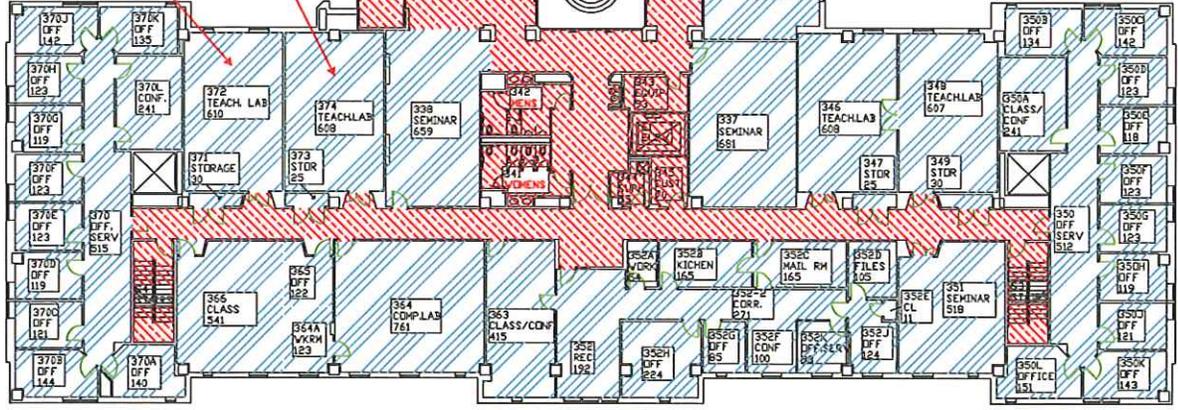
Teaching Lab:
Sr. Design

Teaching
Lab
Electronics

Teaching Lab:
Inst./Measure

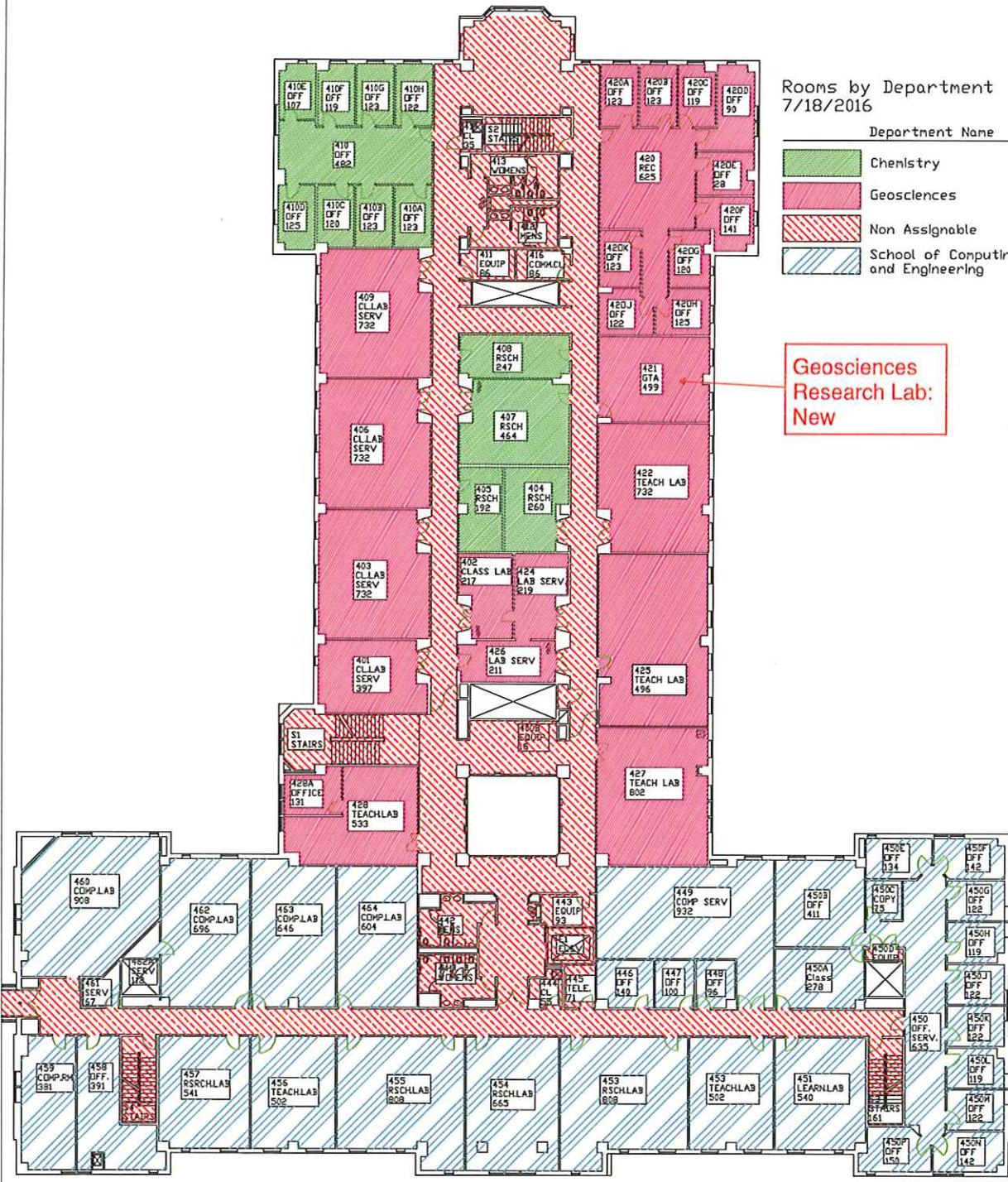
Teaching Lab:
Mechatronics

CME
Research Lab:
New Hire



Rooms by Department
7/18/2016

- Department Name
- Chemistry
 - Geosciences
 - Non Assignable
 - School of Computing and Engineering



Geosciences
Research Lab:
New

CSEE Research Lab

Rooms by Department
7/18/2016

- Department Name
- Chemistry
 - Geosciences
 - Non Assignable
 - Physics
 - School of Computing and Engineering
 - Student Auxiliary Services

CSEE: RGA/GTA Shared (15)

CSEE: OFFICE

CSEE Visiting Scholars and Adjuncts

