USF Health - Space Committee  
February 26, 2013 ~ 1:00 – 2:30pm ~ CMS 3007  
MINUTES

Members/Guests Present: Stan Douglas, Joe Jackson, Phil Marty, Christina Nunez, Kathy Pendergrass, Kevin Sneed

Absent: Jay Dean, Robert Deschenes, Jay Evans, Sidney Fernandes, Joe Ford, Lisa Garbutt, Kate Guilfoyle, Lynne Hansen, Stephen Liggett, Anne Phillips, Joann Strobbe, Sarah Yuan

I. Welcome: Stan welcomed members, quorum present, 12/18 Minutes reviewed & approved  
Christina provided copies of new SRFs to members

II. Pending Space Request Updates:

   #51 Wang Office  
   MDC Office - (IMED)  
   IMED to re-evaluate request, Wang not Faculty

   #56 Student/Record/Registration  
   MDC 2nd Floor - (COP)  
   OFM to establish in FMed vacated space

   #61 Path Staff  
   MDC 2139-42, 53-55  
   OFM to determine actual rooms after pharmacy requests are met.

   #64 Support Staff  
   MDC 2131A, 2132-34 - (COP)  
   OFM developing plans to locate Pharmacy functions in vacated FMed spaces.

   #65 Faculty Staff  
   MDC 2139-41, 2153-54 - (COP)  
   Approved for COP - Renovation work in progress

III. New Space Requests:

   #66 Faculty/Research Staff  
   MDC 3008, 3009/3010 - (MOL)  
   Approved

   #67 Storage Space  
   MDT 1320 - (PT)  
   OFM to investigate

   #68 Faculty/Admin Staff  
   MDC 3126/3129 - (IMED)  
   OFM to investigate

IV. Review Current Relocation/Renovation Projects:

   a. Byrd Build-out: Moving along, funding is adequate, target completion date is 4/22, suggested common costs sharing (building IT upgrade and HVAC repairs) w/Bryd COO is being considered

   b. Derm/Path: Target completion timeframe is late May- early June, Dr. Sneed (COP) has equipment he would like in the lab for others to use (Wellness Center), discussions to re-locate Histology function to Derm/Path are underway

   c. North Courtyard: Design package completed, no funding for construction package (project on hold)

   d. SSS/Welcome Center: Refurbish interior – new paint, ceiling tiles, carpet, Phase 1 and the Office Suite is completed – waiting for furniture, Public Health has shown interest in moving to SSS

   e. Harrell/Merrill: Merrill group completed move to NEC 2nd Flr, NEC elevator & 2nd Floor construction work is in progress, March 8th is the projected date of move for the Merrill group to UPC

   f. Communications/Public Affairs: Group relocated back to FOB, proposed construction pending

   g. Way Finding Signage – Programming phase in progress, some project work will tie in with SSS renovations

   h. Heart Institute – Project programming phase completed, RFQ/RFP for design services scheduled to be issued on 3/15

   i. Pharmacy Skills Lab – Construction near end, outfitting package funded, completion date is targeted for mid-March

   j. Library – Quiet Study Space 24/7 construction nearly complete, plans for re-roofing entire Library Facility in design review, construction work planned for non-rainy season

V. Other Items:

   a. Professor Emeritus (PE) Spaces – OFM reported most PE offices are located in MDC 3rd Floor. It was determined at this meeting to review PE activity and provide spaces/offices recommended changes accordingly

   b. Central Scheduling Sub-Committee – next meeting scheduled for end of March

   c. Meetings for 2013 will remain on 4th Tuesdays of each month

VI. New Items:

   a. FOB Repairs – OFM study will recommend future parking bollards to be installed to eliminate future accidents

   b. The Villages – New Clinic build-out Project is underway, $3.2 million GMP has been signed

   c. Student Union Project – proposed annex off of the library or old clinic space are the 2 possible sites, students have requested a wellness center and food court, no seed money for design yet, funding to be announced July 2013

   d. Scheduling software – it was suggested to bring this issue back to the Leadership Committee

Next Meeting: Tues, March 26th from 1:00 – 2:30 in CMS 3007