

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

MINUTES

Members/Guests Present: Toni Anderson, Stan Douglas, Jay Evans, Joe Ford, Lynne Hansen, Joe Jackson, Christina Nunez, Kathy Pendergrass, Kevin Sneed

Absent: Jay Dean, Robert Deschenes, Sidney Fernandes, Kate Guilfoyle, Stephen Liggett, Phil Marty, Anne Phillips, Joann Strobbe, Sarah Yuan

- I. **Welcome:** Stan welcomed members, quorum present, 2/26 Minutes reviewed & approved, Christina provided copies of new SRFs to members

II. Pending Space Request Updates:

#51	Wang Office	MDC Office - (IMED)	<i>IMED to re-evaluate request, Wang not Faculty</i>
#56	Student/Record/Registration	MDC 2 nd Floor - (COP)	<i>OFM to establish in FMed vacated space</i>
#61	Path Staff	MDC 2139-42, 53-55	<i>OFM to determine actual rooms after pharmacy requests are met.</i>
#64	Support Staff	MDC 2131A, 2132-34 - (COP)	<i>OFM developing plans to locate Pharmacy functions in vacated FMed spaces</i>
#65	Faculty Staff	MDC 2139-41, 2153-54 - (COP)	<i>Approved for COP – waiting on furniture</i>
#67	Storage Space	MDT 1320 - (PT)	<i>Approved</i>
#68	Faculty/Admin Staff	MDC 3126/3129 - (IMED)	<i>OFM to investigate</i>

III. New Space Requests:

#69	Faculty/Research Staff	MDL 1014/1018	<i>OFM recommend assigning MDL1017 and 1017B</i>
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IV. Review Current Relocation/Renovation Projects:

- a. Byrd 5th Floor: Moving along, funding is adequate, target completion date is 4/23-4/24, suggested common costs sharing (Building IT upgrade and HVAC repairs) w/Bryd COO is being considered, Grand Opening Ceremony scheduled for 5/14
- 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 – furniture arrives 4/1, Public Health has shown interest in moving to SSS, 4 endorsed program units have been identified to potentially move in June, Phase 2 for Student Activities scheduled for late May construction completion
- e. Harrell/Merrill: Harrell group completed move to NEC 2nd Flr, NEC elevator & 2nd Floor construction completed, March 8th was the date of move for the Merrill group to UPC
- f. USFHS Renovation – Construction in progress and should be completed by 3/29, furniture package 2 weeks out
- g. Communications/Public Affairs: Group relocated back to FOB, proposed construction pending in current FOB area
- h. Way Finding Signage – Programming phase in progress, some project work will tie in with SSS renovations which will include electronic enhancements
- i. Heart Institute – Project programming phase completed , RFQ/RFP for design services scheduled to be issued on 4/15 for a 100,000 sq ft 4 story facility
- j. Pharmacy Skills Lab – Construction completed, outfitting package awaiting delivery, planned for early April
- k. Library – Quiet Study Space 24/7 construction complete, plans for re-roofing entire Library Facility in bid-phase, construction work planned for non-rainy season
- l. CPH Projects – Various projects underway including Auditorium renovations

V. Other Items:

- a. Guiding Principles – A separate meeting will be scheduled to include a representative from each college/school
- b. Professor Emeritus (PE) Spaces – OFM reported most PE offices are located in MDC 3rd Floor. It was determined at this the meeting to review PE activity and provide spaces/offices recommended changes accordingly, suggested that this be part of the Guiding Principles
- c. Central Scheduling Sub-Committee – next meeting scheduled for April 2nd at 11 am
- d. Meetings for 2013 will remain on 4th Tuesdays of each month
- e. The Villages – New Clinic build-out Project is underway, \$3.2 million GMP has been signed
- f. Student Union Project – proposed annex off of the library or old clinic space are the 2 possible sites, student's have requested a wellness center and food court, no seed money for design yet, funding to be announced July 2013

Next Meeting: Tues, April 23rd from 1:00 – 2:30 in CMS 3007