

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)	<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 - Renovation work in progress</i>

III. New Space Requests:

#66	Faculty/Research Staff	MDC 3008, 3009/3010 - (MOL)	<i>Approved</i>
#67	Storage Space	MDT 1320 - (PT)	<i>OFM to investigate</i>
#68	Faculty/Admin Staff	MDC 3126/3129 - (IMED)	<i>OFM to investigate</i>

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 the 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