General Faculties Council
CAMPUS AND FACILITIES DEVELOPMENT SUBCOMMITTEE
Approved Minutes

Meeting 18
March 26, 2019, 9:00 a.m.   Governors Boardroom A167

Voting Members	*Non-Voting Members*
Florentine Strzelczyk, Co-Chair	Justin Huseby
Herman Barkema	Ian Mellor
Linda Dalgetty	
Jim Dewald	*Secretary*
Boris Dragicevic (delegate for Bart Becker)	Susan Belcher
Dianne Draper	
Tom Keenan	*Scribe*
Mohammad Mansouri	Elizabeth Sjogren

Regrets
Raafat El-Hacha
Sagar Grewal
Vera Parlac
David Stewart
Sasha Tsenkova, Academic Co-Chair

Guests
Geoff Crowe, Associate Director - Customer Technology, Information Technologies (IT) – present for Item 4
D'Arcy Moynaugh, Chief Information Officer – present for Item 4
Trevor Poffenroth, Director - Technology Services and Operations, IT – present for Item 4

The Co-Chair called the meeting to order at 9:00 a.m. and confirmed quorum.

1. **Approval of the Agenda**

> **Moved/Seconded**
>
> That the Agenda for the March 26, 2019 Campus and Facilities Development Subcommittee meeting be approved.
>
> **Carried**

2. **Remarks of the Co-Chair**

The Co-Chair reported that she has conferred with the Committee's Academic Co-Chair and the

University's Vice-President (Finance and Services) and Vice-President (Facilities) about the role of the Committee, and the need to bring business to the Committee within a timeframe that allows the members to offer meaningful feedback to proponents.

3. Approval of the January 22, 2019 Meeting Minutes

> **Moved/Seconded**
>
> That the Minutes of the Campus and Facilities Development Subcommittee meeting held on January 22, 2019 be approved.
>
> **Carried**

4. Classroom Technology Standards

Documentation for this item was circulated with the Agenda. D'Arcy Moynaugh, Geoff Crowe, and Trevor Poffenroth presented this item.

Highlights:

- The proponents reported that Classroom Technology Standards are now in development, and that they are seeking advice on who should be consulted and the process for consultation, and guidance on technology-related classroom design and management

- The proponents observed that most classrooms are centrally managed, but some are managed by units

- The Committee discussed that:

  o Disciplines have different requirements, and there are broad needs for foundational classroom design, including for projection, multiple screens, Bluetooth capability, and specialized software on classroom computers, and to support modern teaching practices such as flipped classrooms

  o Consistency between classrooms is desirable

  o Proposals can be submitted to the University's Classroom Alteration Request-Facilities Alteration Request (CAR-FAR) program to seek funding for the retrofitting of some classrooms

- The Committee suggested that the proponents' consultation process include a broad survey of instructors, and that the standards be drafted to consider future needs not just current needs

- The Committee expressed interest in reviewing the Classroom Technology Standards once the document has been drafted

5. General Space Program for Mathison Hall

Documentation for this item was circulated with the Agenda. Boris Dragicevic, Associate Vice-President (Facilities Development), presented this item.

Highlights:

- The proponent reviewed the General Space Plan and schematic diagrams for the Mathison Hall project

- The Committee discussed that:

  o Because events will be hosted in Mathison Hall, it is important that there be a full commercial kitchen, and not just a servery, in the building. The proponent confirmed that a commercial kitchen will be built, and reported that the base building design is also being designed to facilitate the movement of food from the kitchen around the building.

  o Thoughtful consideration should be given to any art that is installed in the building

  o The inclusion of a kitchenette on the fourth floor is desirable, as it allows the graduate students to remain in the building if they wish

  o The basement will contain building services and classrooms

  o It is impressive that the project is aspiring to LEED Platinum certification

6. **Update on Capital Projects**

Boris Dragicevic presented this item.

Highlights:

- The outer windows of the MacKimmie Tower are now being installed, and the interior dry-walling has started. Purchase agreements for furniture will soon be made, and employees will be moved into the building starting on August 1, 2019.

- The budget for the renovation of the MacKimmie Block is being reviewed. Foot traffic around the Block will be limited during the renovation, but the landscaping around the Tower will be completed by then.

- Selection of the engineers and managers for the Interdisciplinary Science Innovation Centre project, which will be located to the east of the main campus near the LRT station, is underway, and building design will soon begin

7. **Update on IT Projects**

Linda Dalgetty, Vice-President (Facilities and Services), presented this item.

The University is moving to the next generation of Network Access Control, which will route users on the network depending on how they've accessed the system. This project will allow the University to improve speed of access and connectivity, and will route Ethernet users in a similar manner to wireless users and grant known machines greater access. The University will be conducting an inventory of equipment plugged into the Ethernet structure.

The Committee learned that the General Faculties Council will receive a presentation on this subject in the future.

8. **Approved 2019-2020 and 2020-2021 Meeting Schedules**

Documentation for this item was circulated with the Agenda for information only.

The Co-Chair noted that this committee will begin to meet bi-monthly next meeting year.

9. **Other Business**

There was no other business.

10. **Adjournment**

> **Moved/Seconded**
>
> That the Campus and Facilities Development Subcommittee adjourn the March 26, 2019 meeting.
>
> **Carried**

The meeting was adjourned at 10:03 a.m.

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Susan Belcher
University Secretary