

# Space Committee Meeting Minutes

## January 28, 2021

### Location: Zoom Conference Call

Attendees: Betsy Adams, Mark Alexander, Brian Browning, Dr. Bill Dunne, Jennifer Hardy, Dr. RJ Hinde, Sarah Hoel, Terry Ledford, Dr. Larry McKay, Dr. Hollie Raynor, Renee Thomas

1. Review and approve meeting minutes from the November 23, 2020, committee meeting. (The committee did not meet during December, 2020.)  
**The minutes were approved.**
2. Review action items from 11/23/20 minutes.
  - Documenting COVID-related adjustments to classrooms and meeting spaces  
**This action item is ongoing.**
  - Feasibility Study of the Ceramics Annex relocation to Walters Academic Building  
**Dr. McKay updated the Committee on recent progress on this action item.**
  - Review of IT and security requirements for the Y12 PDRD project  
**An update on this item was included in agenda item #6 below.**
3. Review a request from CEHHS to reconfigure outdoor space previously assigned to the ELC near Mountcastle.  
**The committee approved a reconfiguration of the previously-approved assignment; the reconfiguration was designed in consultation with ELC staff. Dr. Raynor will notify the ELC.**
4. Review a request from the Division of Student Success to utilize 3 rooms in Greve Hall (315, 316, 317) that will be vacated by OURF when OURF relocates to Melrose Hall at the beginning of March.  
**The committee approved the assignment of Greve Hall 315, 316, and 317 to the Division of Student Success. Student Success will not be able to occupy these rooms until OURF relocates to Melrose Hall, which is contingent on the Pride Center relocation. Dr. Hinde will notify the Division of Student Success.**
5. Review a request from Facilities Services to assign temporary storage space for Radiological Safety in Neyland Stadium.  
**Terry Ledford will conduct additional fact-finding regarding this request.**
6. Review a request to assign the 2<sup>nd</sup> floor of UT Drive Services Building A to the College of Nursing for the Y12 PDRD Project Lab (a project in collaboration with the Tickle College of Engineering).  
**The committee approved the assignment of the 2<sup>nd</sup> floor of UT Drive Services Building A to the College of Nursing for the period 2/1/2021 to 1/31/2024. Brian Browning will notify Dr. Tom Berg.**

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7. Review two space requests from Conferences & Non-Credit Programs:
  - A. A request to relocate their administrative and Non-Credit staff from suite 313 to suite 211 in the Conference Center Building, pending the relocation of the UT Research Foundation to the TVA Tower.
  - B. A request to acquire the space currently occupied by IRIS on the 4<sup>th</sup> floor of the Conference Center Building, pending their relocation to the TVA Tower.

**The committee tabled these requests pending an overall evaluation of the space that will be vacated when the UT System offices move to the TVA Tower.**
8. Informational Item Only: Discuss inquiries received to date regarding potential assignments of space in the Presidential Court Building once the UT Dining transition to the West Campus Dining Building is complete.
9. Informational Item Only: Discuss the proposed change to the University Space Committee Charter to consider revenue and cost implications on the Budget Allocation Model when making recommendations and to refer requests with significant financial impact to the Executive Budget Committee.
10. Informational Item Only: Discuss the impact of renovation delays and funding uncertainty on occupation of assigned space, in particular for Walters Academic Building.

**Dr. McKay will provide an update at the committee's next meeting regarding usage of Walters Academic Building by Arts & Sciences.**
11. Additional Agenda Item: The Provost has recommended that with the integration of the Budget Allocation Model approaching, the Space Committee consider posting agendas and abbreviated minutes to the webpage so that other campus stakeholders have access to request and approval information.

**The committee agreed to begin posting agendas and abbreviated minutes starting with this current fiscal year, July 2020. Dr. Hinde, Brian Browning, and Sarah Hoel will begin working together to gradually populate the past documents while continuing to populate the new documents on the webpage. <https://provost.utk.edu/committees/task-force-on-space-policy/>**