

University Space Committee



North Carolina Agricultural and Technical State University



NC A&T State University Space Committee

▪ OBJECTIVE

- ❖ To insure that all external reported data is updated and accurate:
 1. Facilities Inventory & Utilization Study
 2. Institutional Profiles
 3. Fact Book Data
 4. Criteria for new construction and renovations.
- ❖ Benchmark assessment template to evaluate and measure the successful usage of campus research labs, teaching labs, classrooms, and office areas.
- ❖ Establish a committee review process that provides for effective utilization of campus assets.



NC A&T State University Space Committee

■ MISSION

- ❖ All University buildings and land are subject to assignment and reassignment to meet the institution's overall priorities.
- ❖ The Provost approves all allocations of university space including off-campus rental space.
- ❖ Assignments are made after consideration of all relevant factors and consultation with the units involved.
- ❖ Each College and Division will establish a Local Space Committee to consider and prioritize local needs and discuss space requests.
- ❖ The Local Space Committee will assure that a space request within the college/division has been fully explored before forwarding a recommendation to their Dean or Vice Chancellor.



NC A&T State University Space Committee

Members

09.01.2013

Dr. Joe B. Whitehead, Jr.	Provost and VC for Academic Affairs	Office of the Provost
Mr. Robert Pompey	VC for Business and Finance	Division of Business and Finance
Dr. Barry L. Burks	VC for Research and Economic Development	Division of Research and Economic Development
Mr. Andrew M. Perkins, Jr.	Associate VC for Business and Finance/Facilities	Division of Business and Finance
Dr. Sanjiv Sarin	Associate VC for Research School of Graduate Studies	Office of the Provost



NC A&T State University Space Committee

Support Staff

09.01.2013

Mr. William J. Barlow, Jr.	Director of Design & Construction	Office of Facilities
Mr. Stephen A. Sutton	University Architect	Office of Facilities
Mr. James T. Griffin	Real Estate Purchasing Specialist	Office of Facilities
Mr. Scott Jenkins	Assistant Vice Chancellor for Institutional Research	Office of the Provost
Mr. Alton Rucker	Social / Clinical Research Specialist	Office of the Provost
Mrs. Deborah Mayhand	Technology Support Technician	Registration and Records
Mr. Reggie Stewart	Facility Space Planner	Office of Facilities
Mr. Ali Mateen	Director for University Event Center	Office Of Student Affairs



NC A&T State University Space Committee

Local Space Representatives

09.01.2013

College of Arts & Sciences -

Dr. Goldie S. Byrd (Dean)

College of Engineering -

Dr. Robin N. Coger (Dean)

School of Agriculture and Environmental
Sciences -

Dr. William Randle (Dean)

School of Business and Economics -

Dr. Patrick R. Liverpool (Interim Dean)

School of Education -

Dr. William B. Harvey (Dean)

School of Graduate Studies -

Dr. Sanjiv Sarin (Dean)

School of Nursing -

Dr. Inez Tuck (Dean)

School of Technology -

Dr. Benjamin O. Uwakweh (Dean)

Library Services -

Ms. Vicki Colman (Dean)

Recommend 2 or 3 people (e.g. Building Representative)



NC A&T State University Space Committee

Local Space Representatives

09.01.2013

Division of Academic Affairs -	Provost, Dr. Joe B. White Head
Division of Business and Finance-	Vice Chancellor, Mr. Robert Pompey
Division of Human Resources -	Vice Chancellor, Ms. Linda R. McAbee
Division of Information Technology -	Vice Chancellor & CIO, Mrs. Barbara Ellis
Division of Research and Economic Development -	Vice Chancellor, Dr. Barry L. Burks
Division of Student Affairs -	Vice Chancellor, Dr. Melody C. Pierce
Division of University Advancement -	Vice Chancellor, Dr. Mark Kiel
Department of Intercollegiate Athletics -	Director, Mr. Earl Hilton

Recommend 2 or 3 people (e.g. Building Representative)



NC A&T State University Space Committee

■ Space Goals

1. Responsibility: The University Space Committee makes all allocations of university space.
2. Transparency: Activities of the University Space Committee will be transparent. Meeting agendas, meeting minutes and the status of all requests will be available for review.
3. Local Space Committees: Each College and Division will establish a Local Space Committee to consider and prioritize local needs and discuss space requests to be made to the University Space Committee.
4. Making A Space Request: All requests for new space, reallocation of space, or change in use of space will be made by completion of a Space Request form and submission to the University Space Committee. Persons making requests may appear before the University Space Committee.



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■ Space Goals

5. Compact Plans: Each unit's Compact Plan should identify future space needs.
6. Capital Improvements: All capital improvement proposals which create new space or change use of existing space will be reviewed by the University Space Committee prior to consideration by the Executive Officers.
7. Sponsored Programs: All proposals for external funding must resolve space needs prior to the implementation of an award.
8. Assessing Space Requests: The process for reviewing space requests at the local and university levels will be guided by:
 - 8.1 Space should support the overall educational mission of the university and unit.
 - 8.2 UNC-OP space standards will be used as the benchmark for assessing type and quantity of all space allocated.



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9. Preferred Space Priorities: The following priorities will guide space decisions:
 - 9.1 Availability of safe and accessible teaching space to meet course offerings and curricular needs will be highest priority.
 - 9.2 Co-location of programmatically related activities should have a higher priority than co-location of non-programmatically related activities.
 - 9.3 A lower priority will be given to units and programs that are unfunded vs. those that are funded.
 - 9.4 Each full-time faculty member should have a private office.
 - 9.5 Privacy is more important than size of office space.
 - 9.6 A department head should have proximity to supervised staff.
 - 9.7 Emeriti faculty will be provided office space on the basis of availability.



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■ Space Goals

10. Leasing of Appropriated Space: The leasing of appropriated space by a non-university entity must be approved by the University Space Committee. The following criteria will be used to guide space decisions:
 - 10.1 There is a specific programmatic requirement and unique partnership that makes location of this non-university entity in an appropriated space critical to an academic, research or service component of the university's mission.
 - 10.2 Co-location of programmatically related activities should have a higher priority than co-location of non-programmatically related activities.
 - 10.3 The location of this non-university entity in an appropriated space is intended to be an interim solution and not a long-term solution; careful consideration will be given to the duration of the lease agreement.
 - 10.4 At least fair market value will be achieved as part of the lease agreement.