



# UNIVERSITY OF ALBERTA

## UNIVERSITY GOVERNANCE

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General Faculties Council  
Facilities Development Committee  
Approved Open Session Minutes

Thursday, November 22, 2012  
Room 3-07, South Academic Building  
1:30 PM – 3:45 PM

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### **ATTENDEES:**

#### Voting Members:

Colleen Skidmore	Provost and Vice-President (Academic) or Delegate
Andy Cheema	Students' Union Vice-President (Academic) or Delegate
Huiman Zhong	Graduate Students' Association Vice-President (Academic) or Delegate*
Don Hickey	Vice-President (Facilities and Operations) or Delegate
Erasmus Okine	Academic Staff
Joanne Profetto-McGrath	Academic Staff
Elisabeth Le	Academic Staff
Shannon O'Byrne	Academic Staff
Phil Haswell	Support Staff
Loren Kline	Academic Staff, cross-representative from GFC Academic Planning Committee

#### Non-Voting Members:

Ben Louie	University Architect or Delegate
Bernie Kessels	Vice-Provost and University Registrar or Delegate
Bart Becker	Associate Vice-President (Facilities and Operations)

#### Regrets:

Debbie Feisst	Academic Staff
Caitlin Marchak	Undergraduate Student-at-large

#### Presenter(s):

Peter Alexander	Associate Director (Campus Planning and Architecture, Facilities and Operations)
Bart Becker	Associate Vice-President (Facilities and Operations)
Léo Lejeune	Architect, Stantec Architecture Ltd., Prime Consultant
Ben Louie	University Architect and Director (Office of the University Architect)
Hugh Warren	Executive Director (Operations and Maintenance, Facilities and Operations)

#### Staff:

Ann Hodgson	Coordinator, GFC Facilities Development Committee
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### **OPENING SESSION**

#### 1. Approval of the Agenda

Materials before members are contained in the official meeting file.

Motion: Kline/Le

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THAT the GFC Facilities Development Committee approve the Agenda.

**CARRIED**

2. Approval of the Open Session Minutes of October 25, 2012

Materials before members are contained in the official meeting file.

Motion: Haswell/Kline

THAT the GFC Facilities Development Committee approve the Minutes of October 25, 2012.

**CARRIED**

3. Comments from the Chair

[\* Scribe's Note: Ms. Huiman Zhong, Vice-President (Student Life) represented the GSA on behalf of Mr Naseeb Adnan.]

Chair, Dr Colleen Skidmore, provided details on the "Campus Open Spaces Master Planning Advisory Committee", a composition of the Office of the Vice-President (Facilities and Operations) calling for one delegate from GFC FDC to serve. Dr Skidmore invited expressions of interest from elected committee members, resulting in the appointment of Mr Phil Haswell to serve in this capacity. All members were thanked by the Chair for their engagement in this endeavour.

Dr Skidmore conveyed information on the "University of Alberta's Safe Spaces and Gender-Based Initiatives", highlighting student and staff accessibility to this campus resource. Detailed information is available on-line at <http://www.ismss.ualberta.ca/safespaces.htm>. Mr Ben Louie added that the OUA (Office of the University Architect) maintains communications with this campus organization.

**ACTION ITEMS**

4. Dentistry/Pharmacy Building Shell and Core Redevelopment – Schematic Design

Materials before members are contained in the official meeting file.

*Presenters:* Ben Louie, University Architect and Director (Office of the University Architect); Hugh Warren, Executive Director (Operations and Maintenance, Facilities and Operations); Léo Lejeune, Architect, Stantec Architecture Ltd., Prime Consultant

*Purpose of the Proposal:* To bring forward as an approval item, the Dentistry/Pharmacy Building Shell and Core Redevelopment – Schematic Design Report.

*Discussion:*

Chair, Dr Colleen Skidmore, welcomed Mr Ben Louie to introduce the Dentistry/Pharmacy Building Shell and Core Redevelopment – Schematic Design Report. Aided by the support of a detailed power-point presentation, Mr Louie, joined by presentation team members Mr Hugh Warren and Mr Léo Lejeune, opened the report by updating members on several conceptual areas within the proposed schematic design, including the front entrance of building (south-side); north-face of building; and the functionality of the atrium.

Mr Léo Lejeune provided a detailed overview of the schematic design approaches and conceptual designs for each wing and infills, highlighting the atrium and circulation of people flow/pedestrian traffic throughout the building levels. Mr Warren added that the pedestrian traffic flow is at the "grade" level through the buildings, noting the historical entrance and two, new contemporary entrances. Mr Warren encouraged comments and feedback from GFC FDC members, seeking further input to move forward into a Design Development phase.

During the ensuing discussion, presenters addressed questions and comments including, but not limited to, the following: accessibility, pedestrian traffic flows, functionality of multiple building entries and levels, bridge width, balancing of natural day light, office/work-space privacy, noise levels (atrium activity), amount of multi-functionality of building design, and landscaping.

Mr Warren clarified that a landscaping element is not referenced within a “shell and core” schematic design report; however, a related landscape report is anticipated for a future GFC FDC agenda. Mr Louie advised that through schematic design and programming, all functioning points are taken into due consideration, indicating that there are “five” buildings within the proposed schematic design component.

A member’s question came forward with respect to “SLOWPOKE” (University of Alberta’s Slowpoke Nuclear Reactor Facility), inquiry if the Insurer has a role in the consultation/approval path for the proposed schematic design report. Mr Warren responded in detail, confirming that the University’s Slowpoke license also includes a geographical boundary, and as such, the project will “stay” outside this parameter. Relatedly, the design around the Slowpoke parameter will be reviewed by the Canadian Nuclear Safety Commission (CNSC) prior to construction license approval.

The Chair thanked the presentation team for their comprehensive report to members. In turn, Mr Don Hickey and Mr Bart Becker thanked the committee for receiving the document, reviewing the material and providing valuable feedback to the process.

Motion: Kline/Profetto-McGrath

THAT the GFC Facilities Development Committee approve, under delegated authority from General Facilities Council and on the recommendation of Operations and Maintenance, the proposed Dentistry/ Pharmacy Building Shell and Core Redevelopment – Schematic Design (as set forth in Attachment 2) as the basis for further planning.
<b>CARRIED</b>

#### 5. GFC Facilities and Development Committee Learning Spaces Subcommittee Report

Materials before members are contained in the official meeting file.

*Presenters:* Colleen Skidmore, Provost and Vice-President (Academic) or Delegate; Bart Becker, Associate Vice-President (Facilities and Operations)

*Purpose of the Proposal:* “Over the past 20 years, Facilities and Operations has been a leader in Canada in the development and identification of best practices and principles around how the institution constructs, repurposes and renovates facilities and spaces. As the campus has changed and evolved, principles and practices for the design and development of learning spaces have been periodically reviewed and refreshed by both the institution and government. These reviews involve a variety of processes like design charettes, peer reviews and literature reviews. However, despite the excellent work, the wider academic community has not been aware, for the most part, of the processes that were used in designing new spaces. There was increasing interest expressed within the wider campus community about the quality of institutional learning spaces and about the design processes used in the development of these spaces. Two standing committees of GFC, the Committee on the Learning Environment (CLE) and the Facilities Development Committee (FDC), agreed that the process for development of learning spaces should be reviewed. In 2010, the Chairs of FDC and CLE agreed that a subcommittee be created (the Learning Spaces Subcommittee) that would identify and enhance current processes to aid in the planning and design of formal and informal learning spaces across all campuses.” (Excerpted from the FDC Learning Spaces Subcommittee Report).

*Discussion:*

Dr Colleen Skidmore indicated to members that the GFC FDC Learning Spaces Subcommittee was originally

established by GFC FDC in February 2010, and has continued moving forward in focus groups to identify new, and enhance current, processes to aid in the planning and design of formal and informal learning spaces across all campuses. Mr Becker, joined Dr Skidmore, in providing a detailed review of the overarching goals of the report, highlighting main principles for planning and design of learning spaces, identifying gaps in current processes, and developing and recommending strategies to address gaps and barriers.

Dr Skidmore advised that subsequent to receiving committee members' endorsement, this guiding and planning document will be received by the Offices of the Provost and Vice-President (Academic) and Vice-President (Facilities and Operations). Part of the communication process will include an informational update to members of GFC FDC provided by the Office of the Associate Vice-President (Facilities and Operations) on an annual basis, commencing at the March 2013 meeting of the GFC FDC.

Dr Skidmore and Mr Bart Becker addressed questions and comments including, but not limited to, the following: graduate student spaces, anticipated timelines for recommendations. Mr Becker added that several recommendations have already been implemented by Facilities and Operations in the development of planning and design processes.

Motion: Le/Kline

THAT the GFC Facilities Development Committee endorse and forward the GFC FDC Learning Spaces Subcommittee (FDC LSS) Final Report to the Offices of the Provost and Vice-President (Academic) and Vice-President (Facilities and Operations) with a request for these Offices to use this report as the basis for guiding future learning space planning.

**CARRIED**

## **DISCUSSION ITEMS**

### 6. Signage Guidelines and Standards

Materials before members are contained in the official meeting file.

*Presenters:* Bart Becker, Associate Vice-President (Facilities and Operations); Ben Louie, University Architect and Director (Office of the University Architect); Peter Alexander, Associate Director (Campus Planning and Architecture, Facilities and Operations)

*Purpose of the Proposal:* Facilities and Operations is asking the Facilities Development Committee to provide comments and feedback on the Signage Guidelines and Standards outline prior to full development. Signage Guidelines and Standards provide a framework that aids in maintaining consistency for campus signage. This provides a campus context that maintains a connected and cohesive theme for an extensive range of internal and external signage programs that is integrated throughout our campuses and buildings.

*Discussion:* For discussion/information.

Chair Colleen Skidmore invited Mr Ben Louie to introduce the Signage Guidelines and Standards Report. Mr Louie reviewed the key drivers behind the Signage Guidelines and Standards, reiterating that this report is a "work in progress". Mr Louie asked members of GFC FDC to provide comments and feedback on the Signage Guidelines and Standards draft outline prior its' full development.

Mr Louie advised that the proposed signage guidelines stem across campus, identifying with University of Alberta branding. Mr Louie provided an overview of the principles for the "exterior pedestrian wayfinding family", highlighting two types of signage requirements – people traffic and vehicle traffic. Mr Louie addressed the benefits and functionality of pedestal signs and plaques (interpretive, commemorative, honorific), including the associated design templates.

During the ensuing discussion, presenters responded to questions and comments including, but not limited to, the following: interior and exterior signage standards, balancing placement of exterior way-finding signs with lighting, signage guidelines and standards applicable to Student Associations signage (SU, GSA).

Mr Ben Louie thanked members for receiving the information report for discussion purposes and providing valuable input. Mr Louie added that the Office of the University Architect will collaborate with key stake-holders, including University Relations, Graduate Students' Association and the Students' Union to incorporate Student Association signage within this standardization. At the interest expressed by committee members, Dr Skidmore asked Ann Hodgson to provide a hyperlink to an electronic copy of the "Interior Signage Program" on-line documentation (within the Meeting Minutes). [*Scribe's Note: please click: [Signage and Wayfinding](#) to find details relating to "interior signage" (posted on Planning and Project Delivery's web-site (Office of the Vice-President (Facilities and Operations)).*]

#### 7. Projects Update from the Associate Vice-President (Facilities and Operations)

There were no documents.

*Presenter:* Bart Becker, Associate Vice-President (Facilities and Operations)

*Discussion:* For discussion/information.

- LRT project (detailed information will come forward to GFC FDC in new year)
- PAW – construction underway (fencing around the site is now up)
- Student housing Project (89 Avenue student residences) - construction underway
- Enterprise Square Galleries (MOU with the City of Edmonton to energize the gallery space)
- ICE – construction remains in progress.

#### 8. Question Period

There were no questions.

### **INFORMATION REPORTS**

#### 9. Items Approved by the GFC Facilities Development Committee by E-Mail Ballots

There were no items.

#### 10. Information Items Forwarded to Committee Members Between Meetings

Message from Office of the Vice-President (Facilities and Operations) provided by the GFC FDC Chair and emailed to Members on November 16, 2012.

### **CLOSING SESSION**

#### 11. Adjournment

Chair Dr Colleen Skidmore thanked members for agreeing to attend and participate in a special meeting of the GFC FDC confirmed for Thursday, December 20, 2012 from 1:30 p.m. to 2:30 p.m. Mr Andy Cheema also thanked committee members for their availability to meet, as it assists this project in meeting key timelines.

The Chair adjourned the meeting at 3:45 pm.