

Date: October 5, 2016

To: Budget Committee of Senate

From: Mr. Matt Milovick, Vice-President Administration and Finance

Re: TRUSU Annual Budget Consultation Report (2017/18)

- Food Services
- Study Spaces
- Classrooms
- Bookstore and Course Materials

Attachments: Presentation: Food Services on Campus  
Presentation: TRU Bookstore

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**Purpose:** The purpose of this memo is to provide BCOS and TRUSU with feedback regarding issues raised in TRUSU's Budget Consultation Report (2017/18).

**Food Services:** *Please see attached presentation*

**Study Spaces:** The following recommendations/conclusions (in Italics) were provided by TRUSU (with the Administration's response below each):

- *Create campus-wide plans to establish, design, and manage more and more effective study spaces;*

The Administration is currently considering a capital project to convert the House of Learning into a dedicated 24-hour student facility with varied types of study spaces co-mingled with student facing support services (Library holdings will be repatriated to the Library and the Law Library and unused materials will be culled and either archived or destroyed. This project will need to be approved by TRU's capital planning committee and if approval is confirmed by March 2017, this project could be completed by September 2017. With student input into the design process, this issue should be mitigated.

- *Design and install a comprehensive network of electrical outlets in all study spaces to ensure a standard ratio of outlets to spaces;*

In the House of Learning project mentioned above, providing access to additional electrical outlets will be a priority. In other student spaces, at this time, additional outlets will be considered as part of broader renovations. As an example, when Aramark renovated the “Deli at University and Main”, the University invested an extra \$100k for additional improvements including a new seating package which included additional electrical outlets for student use.

- *Extend hours of operation of the Library and other buildings that primarily provide study space; and expand and improve the programming and amenities of 24-hour study space offerings*

It is expected that a renovated House of Learning will satisfy 24-hour access to study facilities. With optimization of library labour costs spread over 2 facilities (The Library and the Law School Library) instead of 3 facilities (the House of Learning) there may be opportunities to increase hours of operation in the library. Those will be explored.

**Classrooms:** The following recommendations/conclusions (in Italics) were provided by TRUSU (with the Administration’s response below each):

- *Improve the system of classroom selection to ensure their suitability against the size of the course section and the required activities;*

Agreed. The space study conducted by Educational Consulting Services in the Fall of 2015 empirically demonstrates the inefficiency in TRU’s classroom space usage with respect to optimizing physical classroom capacities with students. The study goes on to make a series of recommendations about increasing or decreasing certain classroom sizes based on historical enrolment patterns. More work needs to be done between scheduling; the faculties; and facilities to achieve optimization based on the current inventory. The other important fact that was discovered by ECS was that TRU currently has 125 classrooms in its inventory but only “opens” 78 of them to centralized scheduling. In order to achieve optimization, the entire inventory needs to be considered in future scheduling solutions.

- *Create a multi-year classroom maintenance and upgrade plan that prioritizes classrooms and buildings to be addressed in order to ensure a comparable quality of learning environments for all students;*

Facilities already does this. Improvements are dependent upon limited maintenance budgets and competing campus priorities. Given the age range of

TRU's facilities, and in some cases, the relative inflexibility of built spaces; achieving a comparable quality of learning environments for all students is difficult to achieve and is also quite subjective. Given the aging stock of classroom facilities, specifically in Old Main which is home to 42% of the University's bookable classrooms, TRU is looking at an alternative to one-off renovations of classroom spaces. Based on ECS recommendations, the Administration is currently considering the development of a capital project that would create a new, modern classroom building that would provide for high quality, dynamic and reconfigurable learning environments that will then allow for the renovation of classrooms in Old Main into other types of facilities. When renovations are required in learning environments, those rooms will be upgraded to a higher standard.

- *Audit the current stock of classroom equipment and technology for comparison against usage and needs and develop a management plan(s) for distribution, removal, and procurement;*

Most of TRU's classrooms are similarly equipped with respect to teaching equipment to ensure suitability for the broadest range of teaching styles and lecture types to ensure maximum flexibility within TRU's current scheduling parameters. IT manages the distribution, removal and procurement of projectors, screens, televisions, computers, etc. Administration will consider a more specific equipment strategy for specific types of classrooms. For more information about the technology and equipment in each classroom, please visit:

[http://www.tru.ca/its/mediaservices/multi\\_media\\_classrooms.html](http://www.tru.ca/its/mediaservices/multi_media_classrooms.html)

- *Audit the current stock of classroom seating and develop a management plan(s) for distribution and replacement and immediately replace any seating that fails to meet a minimal standard of quality for health and safety;*

Facilities already does this. Every December and August, when Facilities resets classrooms for the fall term, broken chairs are replaced (they are also replaced immediately when it is brought to the attention of Facilities). Currently, Facilities has enough chairs in storage to outfit 3 typical classrooms so lack of inventory is not an issue. When there are circumstances where furniture breaks during the academic year, it should be brought to the attention of Facilities by the instructor using that space and broken furniture will be replaced. That being the case, anyone can report broken equipment to facilities at any time.

- *Design and install a comprehensive network of electrical outlets in all classrooms to ensure a standard ratio of outlets to spaces*

This is a highly expensive proposition to do as a campus-wide retrofit project. It should be noted that the reliance on technology and computers has increased significantly over the past decade, well after many of TRU's facilities were built. TRU is committed to increasing the number of outlets in spaces where renovations are required. For new buildings, a robust technology/electrical infrastructure is a requirement. TRU's primary focus over the next two years will be completely updating its aging wireless infrastructure which is anticipated to cost approximately \$1.5MM.

**Bookstore and Course Materials:** See attached presentation