Planning and Space Management

Agenda

1. Planning Office Organization
   Philosophy and Approach
   Personnel and Organization

2. University Planning Considerations

3. Current Planning Issues

4. Long Term Planning Issues

5. Q and A (few minutes)
Planning and Space Management

Building and Landscape Services
University Applications

Utilities and Engineering

GIS and Mapping
Jay Geisen
Doug Moore

Space Management
Gary Dalecki
Steve

Campus Planning, and Analysis

Design and Construction

Joe Bilotta

Kirk Banks

Joe Analyst - TBD

Project Planning Planner - TBD
Facilities Planning Cycle

Master Plan

Long Range Plans

Project Planning

Design

Champions

Continuous Planning
University Space Plan
College Facilities Development Plans
University Capital Improvement Plan
Budget Planning

Create or Change

Fix
Repair
Maintain

Detailed Space Needs

Work with College and Other Units to Improve.
Facilities Planning Cycle

- **Master Plan**
- **Long Range Plans**
- **Project Planning**
- **Design**
- **Maintain**
- **Operate**
- **Occupy**
- **Construct**

**Program Needs**

- **Long Term**
- **Near Term**
Facilities Planning Cycle

Long Term ↔ Program Needs ↔ Near Term

Master Plan → Long Range Plans → Project Planning → Design

Maintain → Operate → Occupy → Construct
Facilities Planning Cycle

1. Facilities Improvement Request
2. Project Planning
3. Long Range Plans
4. Master Plan
5. Long Term Program Needs

MP or LRP Capital Request
Facilities Improvement Request

Program Information
Division
College or Unit
Department
Existing Location

Approved By
All requests must be approved and signed by the following:

Vice President or Equal
Date
Sign

Dean or Equal
Date
Sign

Department Chair or Equal
Date
Sign

If this request is/will be solved by the Department. When complete, Facilities Management will be notified.

This request is complete

Type of Facility Improvement Needed
New Term

- 0-2 Years
- 3-5+ Years

Long Term

Type
- Additional Space Need - Expansion
- Upgrade or Quality Issue - Renovation
- Relocation - Adjacency Issue
- Site or Infrastructure Issue
- Area Space-Related Facility Improvement - Equipment, Other
- Other

Department Demography
Department Information
- Full Time Faculty
- Part Time Faculty
- Student Employees
- Student FTE

Those impacted by Facilities Request
- Full Time Faculty
- Part Time Faculty
- Student Employees
- Student FTE

General Description of facility improvement
Requested - More information is requested on the following page.

If the request is research related, please indicate the following
Principal Investigator
- Full Time Researcher
- Research Assistant
- Total Grant Amount
- Award #

University Planning
Check the University Planning Objectives to which the request applies and provide a short or two sentence description of how it applies.

Short Term Facilities Needs (1-2 Years)

Space Request
- New Space
- Addition of Program
- Change to Current Space
- Are there special equipment needs associated with the space request?
- Are there any specific code violations?
- Not space is subject to a revenue grant. Please show how.
- Other general space considerations

Long Range Facilities Needs (3-5+ Years)

Space Request
- Addition amount of space requested
- Are this amount of space needed by Facilities Management?
- Is this request subject to more than one budget?
- This request will under space available for other programs.

Other Request Type
If this is not a space request, please indicate what type of facilities request it is for your program.
- Improvements to the site (landscaped)
- Equipment Improvement only
- Building system improvements only
- Staff and student improvements only

Funding
- Funds are not available and will be proceed as follows
- Funds are not available but a plan to secure them is as follows
- Funds are available

Please provide supplemental justification for this request. Assures to address impact on students, faculty, and/or patrons. Indicate why this facility improved and improved program success.

Facilities Improvement Request

The University of Iowa
Facilities Planning Cycle

1. MP or LRP Capital Request
   - Facilities Improvement Request
   - Space
   - FM Reqst

2. Concept Plan and Programming

- Long Term
  - Master Plan
  - Long Range Plans
  - Project Planning
- Near Term
Project Planning

Concept Plans | Program Plan

Board Review or Approval

DPM

SD | DD | CD

PDC Review University Approval

Construct

Facilities Management
The University of Iowa
Facilities Planning Cycle

1. MP or LRP Capital Request
   - Facilities Improvement Request
   - Space
   - FM Reqst

2. Concept Plan and Programming
   - Campus Space Plan and Model

3. Long Term
   - Master Plan
   - Long Range Plans
   - Project Planning

Program Needs

Near Term
### Comprehensive Space Plan - Model

#### Space Projections by Department

<table>
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<tr>
<th>Department</th>
<th>Classroom</th>
<th>Classroom Service</th>
<th>Class Laboratory Service</th>
<th>Class Lab/Laboratory Service</th>
<th>Office Service</th>
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**Facilities Management**

**The University of Iowa**
Facilities Planning Cycle

1. MP or LRP Capital Request
   - Facilities Improvement Request
   - Master Plan
   - Long Range Plan
   - Project Planning

2. Concept Plan and Programming
   - Space
   - FM Request

3. Campus Space Plan and Model
   - Sustainability Committee
   - Campus Planning Committee
   - Parking and Transportation Committee

Physical Development Committee
- Space Allocation Committee
- Instructional Space Planning Committee

University Administration
Current Planning Issues

• Classroom Analysis
• Post Flood Space Plan
• Facilities Improvement Plan/Workflow
• Improved Committee Structure
• Program Driven Planning
  – Role of Programs/FM
  – Role of Building Coordinators
Likely Changes

• Improved Accountability
• Use of the following Buildings
  – University Capital Center
  – Library
  – Iowa Memorial Union
• Reduced Dependency on Leased Space
Long Term Planning Issues

- Campus Space Model
- Campus Master Planning Processes
- Long Range Plans (mini-masters)
- Everyone’s Role in Planning
- Relationships with All Programs