

Space Utilization and Provision Resource Group (SUPER-G)

University of Washington Bothell



2023 ACADEMIC YEAR ANNUAL REPORT



The 2023 Academic Year Annual Report of the Space Utilization and Provision Resource Group (SUPER-G) has been prepared for the University of Washington Bothell Chancellor and the Vice Chancellor of Planning & Administration. The report provides a summary of the evaluations on space utilization, space requests and proposals along with their source of origination and current status.

Space Utilization and Provision Resource Group Annual Report [2023 Academic Year]

Kristin G. Esterberg, Ph.D.

Chancellor

University of Washington Bothell

A. Executive Summary

Space Utilization and Provision Resource Group (SUPER-G) is charged with strategically evaluating space requests and proposals to align institutional expectations about space utilization, space optimization, space related projects and funding. You will advise the campus, the Vice Chancellors and the Chancellor. Final decisions regarding space use will remain with the Chancellor. Your service is important as we look to critically examine space requests in the coming year, to continue aligning space decisions with the [Campus Master Plan Update](#) and the [UW Bothell Strategic Plan](#) to help build the campus into the future.

In the eighth year of the SUPER-G, the focus was forthcoming campus space optimization efforts assignments now in its second phase:

- Phase 1 Consultant engagement and report (MKThink)
- Phase 2 Space Planning Advisory Group recommendations

In the forthcoming project development for implementation, Phase 3, SUPER-G may be a part of an overall Space Request Review Process.¹

This Report summarizes (1) space provisions that were reviewed within the 2023 academic year, (2) where the endeavors originated from, (3) the review period, and (4) the status of each effort. The table below outlines SUPER-G's primary efforts during this time.

Projects under SUPER-G Review, 2022-2023

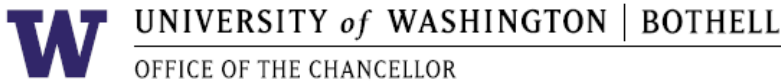
Project Title	Origination	Review Period	Status
01 Space Assessment Objectives (Phase 2) Space Planning Advisory Group	Vice Chancellor of Planning and Administration	Dec 2022 - July 2023	Report considered by Chancellor for August 2023 CET Review

More information on the following measures is provided in Appendix 'A2'.

¹ The Chancellor and Vice Chancellor of Planning and Administration determine if the project meets any of the criteria: 1. Change of Use or Type of Use, 2. Space Assignment/Allocation; 3. Funding

B. 2022-2023 Charge Letter

SUPER-G is represented by students, faculty, and staff including representatives from the Vice-Chancellor of Planning & Administration, ASUWB, Council of Academic Deans, UWB/CC Library, General Faculty Organization, General Staff Organization, Institutional Planning and Budget, Facilities Services and Campus Operations, and Physical Planning & Space Management. Ex-Officio representation is provided when needed from Information Technologies, Office of Research and Connected Learning, Department of Enrollment Management Registrar, Disabilities Resources for Students, Advancement, and Student Affairs.



November 9, 2022

UW Bothell Space Utilization and Provision Group (SUPER-G)

Cody Becker, ASUWB Vice President, Student
Heather Cyre, Head, Public Services / Research & Instruction Librarian, UWB/CC Library
Tony Guerrero, Associate Vice Chancellor for Facilities Services and Campus Operations
Nora Kenworthy, General Faculty Organization, Associate Professor, School of Nursing & Health Studies
Segan Jobe, Senior Director, Institutional Planning and Budget
David Moehring, Senior Capital Planner, Physical Planning & Space Management (Chair)
Ryan McIrvn, General Staff Organization, Director, Government Relations
Amy Van Dyke, Director, Physical Planning & Space Management
Linda Watts, Interim Dean for the School of Nursing and Health Studies

Ex-Officio:

Carolyn Brennan, Assistant Vice Chancellor, Sponsored Research and Connected Learning
Rosa Liu, Assistant Director, Academic Services, Disabilities Resources for Students
Pam Lundquist, Registrar
Amy Stutesman, Director of Strategic Operations, Information Technology
Lisa Walker, Director of Ceremonies, Events and Advancement Operations
Tim Wilson, Dean for Student Affairs

Dear Colleagues,

Thank you for agreeing to serve on the UW Bothell Space Utilization and Provision Group (SUPER-G) for 2022-2023. SUPER-G will be chaired by David Moehring, Senior Capital Planner with UW Bothell Physical Planning and Space Management.

SUPER-G is charged with strategically evaluating space requests and proposals to align institutional expectations about space utilization, space optimization, space related projects and funding. You will advise the campus, the Vice Chancellors and the Chancellor. Final decisions regarding space use will remain with the Chancellor. Your service is important as we look to critically examine space requests in the coming year, to continue aligning space decisions with the Campus Master Plan Update and Strategic Plan, and help build the campus into the future.

Thank you once more for serving UW Bothell in this manner.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kristin G. Esterberg', written in a cursive style.

Kristin G. Esterberg, Ph.D.
Chancellor and Professor

C. 2022-2023 SUPER-G Meetings

The 2023 Academic Year Space Utilization and Provision Resource Group had three (3) meetings:

TEAM MEETING DATE	PRIMARY TOPIC(S)
NOVEMBER 30, 2022	Introduction of new members, review of prior year and web and Teams pages, Review SUPER-G Process, preview of Academic Year, informational review of active projects (Innovation Hall, Residential Village, University Bookstore & dining services)
MARCH 28, 2023	Group discussion of what they have been hearing about the new buildings, followed by informational updates of Innovation Hall space assignments, Residential Village space assignments, DISC backfill assignments.
MAY 18, 2023	Welcomed Jessica Graham, Sequence of Space Planning Optimization, MKThink Space Assessment & Optimization, Space Planning Advisory Group observations and recommended Planning Principles.
<i>CANCELLED JAN 24, 2023</i> <i>CANCELLED APR 20, 2023</i>	Planned meetings cancelled after confirming with the Vice Chancellor of Planning & Administration that there were no space requests within the SUPER-G review criteria ² .

D. 2022-2023 SUPER-G Members

Cody Becker, ASUWB Vice President, Student
 Richard Lewis, Assoc. Dean of University Libraries, UW Bothell & Cascadia Coll. Library- Director
 Tony Guerrero, Associate Vice Chancellor for Facilities Services and Campus Operations
 Nora Kenworthy, General Faculty Org., Associate Professor, School of Nursing & Health Studies
 Segan Jobe, Senior Director, Institutional Planning and Budget
 David Moehring, Senior Capital Planner, Physical Planning & Space Management (Chair)
 Ryan McIrvine, General Staff Organization, Director, Government Relations
 Amy Van Dyke, Director, Physical Planning & Space Management
 Linda Watts, Interim Dean for the School of Nursing and Health Studies

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Carolyn Brennan, Assistant Vice Chancellor, Sponsored Research and Connected Learning
 Rosa Liu, Assistant Director, Academic Services, Disabilities Resources for Students
 Pam Lundquist, Registrar
 Amy Stutesman, Director of Strategic Operations, Information Technology
 Lisa Walker, Director of Ceremonies, Events and Advancement Operations
 Tim Wilson, Dean for Student Affairs

² SUPER-G reviews space requests based on the three criteria. (1) Change of Use or Type of Use: Labs to offices, and vice versa, Classrooms to offices, Nonassignable (GSF) to assignable (ASF); (2) Space Assignment: Additional allocation, New allocation; (3) Funding: Lacks clear and approved funding source(s), ILP or other debt funds, Student fees, Donor funds, Grant/Research funding

APPENDICES

(A1). Summary of Meeting Minutes -

November 30, 2023 meeting notes: [Link](#)³

March 1, 2023 meeting notes: [Link](#)⁴

May 18, 2023 meeting notes: [Link](#)⁵

Microsoft Teams for SUPER-G: [Link](#)⁶

³ https://insert_https://uwnetid.sharepoint.com/:b:/r/sites/og_super-g/Shared%20Documents/General/2022-23/Meetings%202022-2023/Meeting%202022%20Nov%2030/2022_11_30%20Super%20G%20notes.pdf?csf=1&web=1&e=iFqYq1

⁴ https://insert_https://uwnetid.sharepoint.com/:b:/r/sites/og_super-g/Shared%20Documents/General/2022-23/Meetings%202022-2023/Meeting%202023%20Mar_01/2023_03_01%20Super%20G%20final_2pp.pdf?csf=1&web=1&e=jE7faf

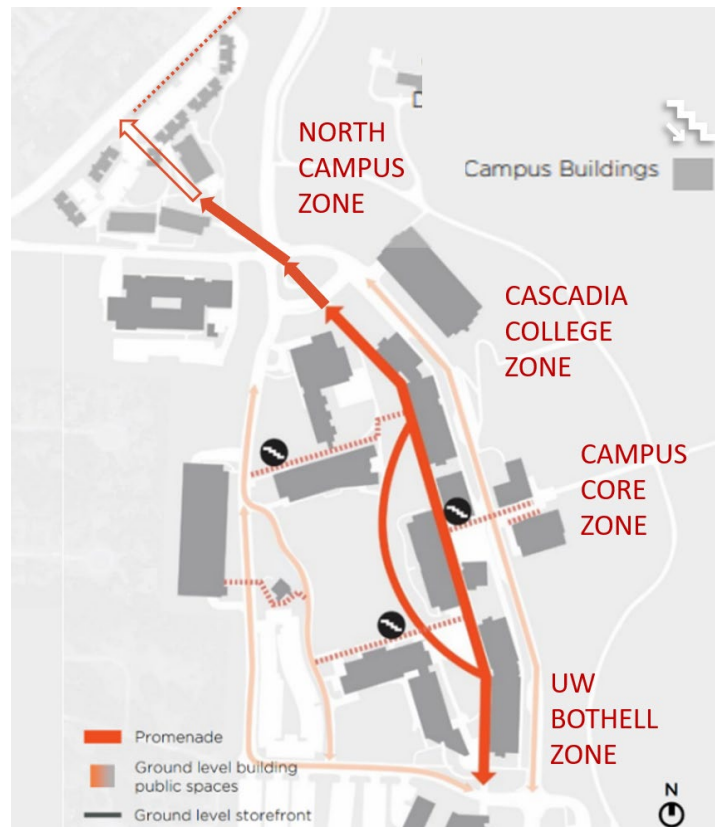
⁵ https://uwnetid.sharepoint.com/:b:/r/sites/og_super-g/Shared%20Documents/General/2022-23/Meetings%202022-2023/Meeting%202023%20May_18/2023_May_18_SUPER-G_meeting%20notes.pdf?csf=1&web=1&e=sCTsfD

⁶ Teams for SUPER-G link here
<https://teams.microsoft.com/l/team/19%3a73df615efb5f43e997386033e7623b47%40thread.tacv2/conversations?groupId=3cffa1ad-aefa-434a-a1eb-b7a0e34ad701&tenantId=f6b6dd5b-f02f-441a-99a0-162ac5060bd2>

(A2). SUPER-G Looking Ahead to Academic Year 2023

Possible objectives of SUPER-G in the forthcoming year might consider the following:

- Update charge letter with SUPER-G appointees from the Chancellor.
- SUPER-G will consider multiple implementation suggestions evolving from the prior Phase 2 integrated planning effort through the UW Bothell Space Planning Advisory Group (SPAG)
- SPAG planning principles are a statement of a desirable outcome to be considered in making a planning decision:
 - Improve visibility and navigability of student resources and academic support services near the Promenade (from new North Campus zone through the UW Bothell zone)
 - Cluster similarly themed student resources and services whenever possible
 - Allocate 'Campus Core' for joint student services.
 - Increase workplace, instruction, and learning space utilization using hybrid practices.
 - Minimize disruption through sequencing relocations based on space available.
- Short and long-term use of Book Store space – joint space decision with Cascadia College; [Space Assessment & Optimization consultant report](#)⁷ will inform long term uses with a planning framework.
- Consider location of student services along the campus promenade which now extends into the first phase of the new Residential Village. (diagram to right)



⁷ <https://www.uwbothell-space.info/> Space Optimization Study (Complete June 2022)