

# CAMPUS PLANNING COMMITTEE MEETING

**Minutes of Meeting: January 29th, 2015 (3:00 pm – 4:30 pm, ASB 120)**

Membership			
	<b>Voting:</b>		<b>Ex-Officio:</b>
√	Valerie Kuehne, Co-Chair	R	Ron Proulx
√	Gayle Gorrill, Co-Chair	√	Tony Eder
R	David Castle	R	Bruce Kilpatrick
R	Carmen Charette	√	Joy Davis
R	Sarah Blackstone	√	Kristi Simpson
√	John Archibald		
R	Thomas Tiedje		<b>Other:</b>
√	Andrew Rowe	√	Joanne McGachie
√	Karena Shaw	R	David Perry
R	Kayleigh Erickson	√	Neil Connelly
√	Ada Saab	√	Carmen Mailloux
R	Sheryl Karras	√	Paula Johnson
√	Paul Ward		
√	Pete Rose		<b>Guests:</b>
			<i>Dialog BC:</i>
		√	Jennifer Fix
			Chani Joseph Ritchie
			(by telephone)
√ = In Attendance R = Regrets Noted			

## MINUTES

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### 1. Approval of the Agenda

The agenda was approved as circulated.

### 2. Approval of the Minutes of Nov. 21, 2014

The minutes of Nov. 21 2014 were approved as circulated.

### **3. Remarks from the Chair**

Ms. Gorrill opened the meeting by remarking that the presentations at the Jan. 28th Speakers Event for the Campus Plan Update were excellent. It is unfortunate, she said, that there weren't more people than the 50 in attendance as the talks were great and the appeal would have been broad.

Ms. Gorrill thanked Dr. Valerie Kuehne (who provided the opening remarks), and Dr. Andrew Rowe (who moderated the question and answer session), for positioning the Campus Plan Update process so well at the Speakers Event.

### **4. Business Arising from the Minutes**

No business arising from the minutes.

### **5. Correspondence**

No correspondence to report.

### **6. Regular Business**

#### **1. Campus Plan Update**

##### ***A) Phase 1 Activities***

Mr. Connelly prepared a presentation that updated the Committee on recently completed and active items underway for the Campus Plan Update process.

The Campus and Community Engagement Plan was updated based on the feedback from the Nov. 21 CPC meeting and finalized. It is now posted on [www.uvic.ca/campusplanning](http://www.uvic.ca/campusplanning).

The Physical Baseline Report, a document that offers a snapshot of current campus conditions, infrastructure and features, is in its final draft stage. It will be completed within the next week and posted online.

The visual identity for the Campus Plan Update project was designed in December 2014 by Dialog BC. The Campus Plan Update Steering Committee was involved in selecting the look and tag line for the project, "Your Ideas, Your Campus".

With the completion of the visual identity, a number of communication materials were prepared to advertise upcoming events. This included postcards, posters, digital displays, social media posts on the University of Victoria Facebook and Twitter pages, and website development. Posters and postcards have not only been distributed on campus, but also at a number of locations within Oak Bay, Gordon Head, Mount Tolmie, and Cadboro Bay.

During mid-January, a media release to advertise the January 28th Speakers Event and the February 4th Ideas Forum was issued. In addition, ads were placed in the Saanich and Oak Bay News, the Martlet, the Ring, and the UVic Campus Checklist. An institutional email was also sent to all staff and faculty within UVic to communicate these events.

A photo contest has also been launched, encouraging stakeholders to share ideas through photos. Specifically, it asks for photos that depict great places to interact on campus, whether it be for group study, research collaboration, or to exchange ideas and inspiration. The contest closes on February 22nd.

During the week of Jan. 13-16, a Mobile Booth was located at key sites around campus to generate awareness and interest in the Campus Plan Update process. The mobile booth was designed to be interactive, inviting passers-by to share ideas about the campus by writing them on sticky-notes that affix to large boards, or placing colour-coded dot stickers on a campus map to communicate how they use specific spaces (for instance, yellow dots indicated the best learning and study spaces).

Ms. Fix commented that Molly Steeves, the Dialog BC member that oversaw the Mobile Booth, engaged in 101 in-depth conversations and received over 200 comments. She said that it was very interesting to observe the patterns that developed and that the general tone from passers-by is that people are very positive about the campus and are proud that it is a “destination campus”. All of the input generated through the mobile booth will be transcribed.

An online survey has been developed by Dialog BC and the Campus Plan Update Steering Committee. It is now available on the Campus Planning website and will be open until February 17th. It enables stakeholders to communicate their ideas online, and includes a mix of likert-scale questions, ranking-type questions, and open-ended free-text boxes.

The January 28 Speakers Event, with presentations from Dr. Eric Higgs, Associate Professor of Environmental Studies, and Antonio Gomez-Palacio, Principal at Dialog BC, went very well. The presentations were geared toward inspiring ideas about the future of the physical campus. Approximately fifty students, staff, faculty, and community members attended. There was also a question and answer session moderated by Dr. Andrew Rowe.

The largest engagement event for this phase of the Campus Plan Update: The Ideas Forum and Ideas Workshop is scheduled for February 4th. This is the next topic on the agenda to discuss in detail. Ms. Simpson remarked that a lot of effort and background work has been completed by members of the Steering Committee, Neil Connelly, and Carmen Mailloux.

In regards to the Jan 28th Speakers Event, Dr. Rowe advised that we should use where possible, a top-down approach to invite attendees, and Dr. Kuehne offered to help with this in the future by communicating events through the members of the Deans Council.

### ***B) Feb 4th Ideas Forum and Workshop:***

Ms. Fix described the structure and features planned for the Ideas Forum and Workshop. The Ideas Forum is a drop-in open house format open to the public from 12:00 p.m. – 2:00 p.m., and 6:00 p.m. – 8:00 p.m. Fourteen interactive display boards will be positioned around the room and attendees can share their ideas on various aspects of the campus through sticky-note postings on the boards and discussions with facilitators. The Workshop is an invitation-only session planned from 3:30 p.m. – 5:30 p.m. It brings together students, staff, faculty, and members of community associations in a focused discussion about the Campus Plan Update.

The purpose of both events is to provide information about the process, define the scope of the campus plan, communicate ongoing opportunities for involvement, share what has been learned from background research to date, and collect ideas from stakeholders. The events also set a tone that encourages big ideas and broader thinking, so that a balance can be achieved between different specific ideas and the need to develop a shared vision and set of directions for the campus.

The draft panels for the Ideas Forum provide history and detail about various aspects of the physical campus, summarize the vision and principles in the 2003 Campus Plan, provide maps of buildings, natural areas, open spaces, transportation routes, and share detail regarding other properties such as Queenswood and the Cedar Hill Corner parcel. They offer an interesting educational experience while also posing thought-provoking questions about considerations that should be taken into account in planning for their future.

Ms. Fix provided a detailed description of the structure for the two-hour workshop. The first 30 minutes will consist of presentations that provide introductory remarks, an overview of the session, description of the Campus Plan Update process and scope, and highlights of current campus features and opportunities.

The next 20 minutes of the workshop will consist of a large group icebreaker activity, where participants are asked to take 2-3 minutes to answer the question: If the Campus Plan Update is exceptionally successful, what will UVic's campus be like in 10 years and beyond? This will be followed by a short facilitated discussion to share these ideas.

Small group sessions will span the next 45 minutes of the workshop. In groups of 8-10 with one facilitator per table, participants will discuss three specific questions and take notes on easel boards and base maps. The three questions are: What is the vision for the campus? What are some of the principles needed to deliver the vision? Are there any big opportunities for the campus? The final 25 minutes will involve representatives from each table sharing the ideas that their small group developed with the large group. Facilitated discussion on emergent ideas will follow with the large group.

The workshop will conclude with an overview of next steps in the Campus Plan Update process, where the many ideas shared to date will be collected and emergent themes identified. A concept plan will be formulated that reports back publically on everything that was heard from stakeholders. These ideas will assist in the work to prepare a draft plan.

Dr. Davis commented that each year, many community members and non-students visit the campus. She has heard that visitors find that the access points to campus and common areas to congregate are unclear or difficult to locate.

Ms. Gorrill asked if there are ways that the campus could be made even more accessible. Dr. Shaw added to this by asking how it could also be made more welcoming and attractive. She also posed that it may be challenging to set up this conversation in a way that keeps within the scope of the Campus Plan.

Mr. Rose suggested that in our outreach to the neighboring communities, we should not only communicate through community associations, but also place posters or even set up a mobile booth in hubs of activity within commercial or public areas where people gather. Ms. Simpson noted that the engagement plan does not contemplate holding engagement events off campus. Ms. Gorrill advised that rather than add a second-set of consultations off-campus, away from the site that is the focus of this process, we give extra attention to inviting people to participate in the process.

Mr. Rose expressed concern that while we have an interest in engaging the community, and community members have an interest in engaging us, we may not have good knowledge of “where” the community is, meaning, where the best places are to go spread the word about the Campus Plan Update process. He suggested we consider potential areas more closely when we advance our notices and advertising.

Dr. Davis commented that community associations vary in the quality and breadth of their communications. Some have well-developed websites and lengthy distribution lists, while others are small groupings of core people that may not have mature communication networks within their community. She agreed that we need to ensure our posters are up in main community sites. Ms. Gorrill emphasized that we need to focus on outreach and ensuring that we do a good job of getting people both on and off-campus to come out to the Ideas Forum. Dr. Davis noted that she has advised municipal council members, but she wouldn’t know how this information might be

distributed on from them. Dr. Rowe asked if we considered mailing postcards directly to residences. Ms. Simpson indicated that this was done for engagement events on the CARSA project, and that very few people said they attended because of learning about the events through mail. It was also an expensive outreach effort that seemed to have the lowest impact.

Ms. Gorrill suggested that on the day of the event, we have people on foot around campus that draw people into the event. Ms. Simpson noted that attendance will likely increase once we have a draft plan and people have something to react to. Dr. Davis offered to send a follow up email to the community associations and request that they forward the event invitation on to as many community members as possible.

Ms. Gorrill asked how best the Campus Plan Committee (CPC) members can provide support on February 4th. Ms. Simpson encouraged that they all drop-in to the Ideas Forum, and if they are able to attend the Workshop, they may also be asked to help with small group facilitation depending on the final number of facilitators and participants that arrive. Ms. Gorrill asked CPC members to email Carmen Mailloux if they are available to help with workshop facilitation.

## **2. 2014 Campus Traffic Survey**

Mr. Connelly provided an overview of the key highlights of the report. The survey results show that the modal split between automobile-related travel and alternate forms of travel (transit, cycling, walking, carpooling, etc...), remains largely unchanged from the previous survey in 2012, and is consistent with statistics within the region. Ms. Simpson indicated that to advance the Action Plan goals, we may need to consider new and alternative TDM measures.

Dr. Davis recently reviewed the CRD Regional Strategy, and indicated that our targets echo theirs. Ms. Simpson noted that our Sustainability Action Plan targets 70% of travel by transit, cycling, walking and carpooling. We are currently at 60%.

Ms. Charette asked if the Spokes program made a difference in the survey results. Ms. Simpson clarified that it likely would not have, because the campus bike centre and the enhanced space for Spokes is relatively new.

Mr. Rowe indicated that without convenient access to showers, it may be difficult to attract more faculty and staff members to consider cycling as a travel option.

The 2014 Campus Traffic Survey is posted on the [www.uvic.ca/campusplanning](http://www.uvic.ca/campusplanning) website.

### **3. Capital Projects Update**

Ms. Gorrill provided the Capital Projects Update as both Mr. Perry and Mr. Proulx are out of the office. She indicated that CARSA is on track, and we are still expecting completion in early May. We do not yet have a specific opening date. The Continuing Studies building expansion is progressing as planned.

The final report for the Mystic Market project is complete. It has been very successful. It opened two weeks late (September 20th instead of September 5th), but it has still done very well and is recognized as a great addition to the campus.

The Facilities Management Department is currently undergoing a process to procure consultants to examine our campus energy use and heating systems. They are also planning, in conjunction with Student Affairs, to engage consultants to review the feasibility and options for the expansion of student residences on campus.

### **7. Other Business**

#### **Community Liaison**

Dr. Davis has been focused on strengthening relations with municipalities, following the November 2014 municipal elections. There is also discussion about “Catalyst Conversations”, where elected officials and the university would explore and discuss the relationship between the campus and communities.

Dr. Davis also complemented Ms. Gorrill on her effectiveness in articulating the importance of the Campus Plan Update in a recent meeting with Victoria Mayor Helps.

The Community Association Liaison Committee is making progress in working with their updated Terms of Reference. In March, a meeting is scheduled with the District of Saanich Transportation Committee.

### **8. Adjournment**

There being no further discussion, the meeting was adjourned at 4:30 p.m.

### **9. Next Meeting**

CPC – February 26th, 2015: 11:30 – 1:00, ASB Lobby Boardroom 120.