

**SOUTH DAKOTA BOARD OF REGENTS**

**Budget and Finance**

**AGENDA ITEM: 7 – V**  
**DATE: March 27-29, 2018**

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**SUBJECT**

**SDSU Student Union Renovations Preliminary Facility Statement**

**CONTROLLING STATUTE, RULE, OR POLICY**

- [SDCL 5-14-1](#) Classification of Capital Improvements
- [SDCL 5-14-2](#) Supervision by Bureau of Administration of Capital Improvement Projects – Payment of Appropriated Funds
- [SDCL 5-14-3](#) Preparation of Plans and Specifications for Capital Improvements – State Building Committees – Approval by Board or Commission in Charge of Institution
- [BOR Policy 6:4](#) Capital Improvements
- [BOR Policy 6:6](#) Maintenance and Repair

**BACKGROUND / DISCUSSION**

SDSU is submitting their Preliminary Facility Statement for partial renovation of the University Student Union. The University Student Union is the hub for students on campus. Its central location to pedestrian pathways to all parts of campus, prime location for food services, and mission to be central to student life means that thousands of students utilize this facility daily. These same features make it a primary location for faculty, graduate students, and administrative personnel. The University Student Union needs to remain contemporary to properly support student life inside and outside of their academic pursuits.

Additional details of the Preliminary Facility Statement can be reviewed in Attachment I.

**IMPACT AND RECOMMENDATIONS**

SDSU requests approval of this Preliminary Facility Statement to complete preliminary planning for a project to partially renovate the University Student Union (USU). South Dakota State University requests a building committee be formed and that design consultants be obtained to provide the schematic design and cost estimate for this project.

The project will be funded with maintenance and repair fees generated from current general activity fees (GAF) revenues, and, therefore no fee increase will be needed for this project.

**ATTACHMENTS**

Attachment I – SDSU University Student Union Renovations PFS

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**DRAFT MOTION 20180327\_7-V:**

I move to approve SDSU’s Preliminary Facility Statement for renovation of space within the University Student Union to be funded with Auxiliary System maintenance and repair funds.

**PRELIMINARY FACILITY STATEMENT  
FOR  
UNIVERSITY STUDENT UNION RENOVATIONS AND REMODELING  
SOUTH DAKOTA STATE UNIVERSITY**

**DATE: FEBRUARY 16, 2018**

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**South Dakota State University (SDSU) requests approval of this Preliminary Facility Statement to complete preliminary planning for a project to partially renovate the University Student Union (USU) at SDSU. South Dakota State University requests a building committee be formed and that design consultants be obtained to provide the schematic design and cost estimate for this project.**

1. GENERAL PROGRAMMATIC NEEDS TO BE ADDRESSED:

In January 2017, the University engaged Canon Moss Brygger Architects to conduct a space study to determine capacity for program growth and relocation. The objectives of the space study were to examine space needs and location of various student services throughout the building, including space devoted to student organizations, multicultural center, administrative offices, event support, conference & meeting rooms, card services, food services, bookstore, and career development. The quantity of space desired, adequacy of current location within the building, and desired location of these varied services and purposes were examined.

Secondarily, we examined the technology support of all meeting rooms throughout the University Student Union as well as specific functions that support the food service areas of the facility. One distinct requirement was made of the consultants. The University would not consider expansion of the building as an option. The study was to examine space use and efficient use of the existing building. The study's recommendations were relegated to the current footprint of the facility, and focused on student and programmatic needs current to the facility, with attention to long-range planning in the areas of student organization space, student leadership, multicultural center, conference room space, and ballroom/event space development and upgrades.

The study pointed towards a series of desirable changes:

1. Relocate the Multicultural Center so the visibility is more prominent to all students and increase awareness that these services exist for all students of the University. This center provides student support space, offices, advising and accommodations support, testing space, community space, and social programming for people from a variety of different backgrounds. The Office of Disability Services is a part of this center. It is important to relocate the center to a more prominent location to promote inclusivity to the campus community as a whole and to those students who can partake of those services.
2. Make changes to space utilized for student organizations.
  - a. Expand space for organizations to meet and work.
  - b. Make more space available to more student organizations. Currently, not all student organizations are able to office at the USU. Space provided could be designed to allow multiple student groups to work and meet simultaneously.
  - c. Increase the visibility of student organization space within the building.
3. All conference rooms throughout the facility are well utilized. However, they need to be updated, refinished, refurnished, and need technology upgrades to incorporate modern audio and visual capabilities for off campus or remote participation in meetings. The number of conference

rooms should be retained, however they can be dispersed throughout the building, rather than be concentrated on the second floor and a portion of the first floor.

4. The Career Development Office (CDO) has grown to serve more students and provide programs for post-graduation; employer in-residence program, resume writing, interviewing, and career fairs. Career Development has outgrown current assigned space.
5. Volstorff Ballroom needs refinishing and technology upgrades to better serve the University functions.
6. The lower level of the building needs to be upgraded and better connected to the main level of the building. Currently, the lower level is perceived as a dark private area of the building. It is not accessed in a direct manner, and is not directly connected to the upper levels of the building. The lower level is used for activity support, but also as a performance venue, home for a number of student organizations, and home of the current Multicultural Center. The space and perception of it do not foster student engagement, but are considered an obstacle to student engagement.

Changes are desired to foster community development of students, and promote student engagement with each other and the University community. These changes are desired to create more engaging and inclusive space for the Multicultural Center, improve visibility to this center and a wide variety of student organizations.

## **2. ANALYSIS OF THE STUDENT BODY OR CONSTITUENTS TO BE SERVED:**

The University Student Union is the hub for students of the University. Its central location to pedestrian pathways to all parts of campus, prime location for food services, and mission to be central to student life means that thousands of students utilize this facility daily. These same features make it a primary location for faculty, graduate students, and administrative personnel. The University Student Union needs to remain contemporary to the changing student needs to properly support their life inside and outside of their academic pursuits.

The programs within the USU engage students in the University in the many organizations that exist for student life and participation. It also serves those students who are traditionally underserved, events scheduled throughout the University, and supports students as they matriculate through their academic and social life and as they prepare to leave the University after graduation.

The basic goal of the project is to serve the students better. Student tenant groups, leadership organizations and at-large students in focus groups participated in the study, and contributed to developing the recommended changes.

## **3. ADDITIONAL SERVICES TO BE OFFERED:**

The goals of the project are not to provide additional services, but to provide improvements for existing services. While no additional square footage is sought in this effort, there is a desire to advance the services of the Multicultural Center, Career Development, and student organizations with greater visibility and more attuned amenities that currently do not exist in an efficient manner. SDSU desires to remodel and renovate the facility to provide better programming than at present, because the existing facility will not support the programs well.

## **4. COMPLIANCE WITH CAMPUS MASTER PLAN:**

The anticipated project is consistent with the goals of the strategic plans of the University.

## **5. ANALYSIS OF NEEDS ASSESSMENT BASED ON THE FACILITIES UTILIZATION REPORT:**

The last two projects added space to the USU and addressed necessary food service needs outlined in the Residential Life & Dining Plan (2012). The next area to be addressed needs to focus on student space related to the out of classroom experience (Multicultural Center, student groups, student organizations, and career services).

In addition to the commissioned study, the University has analyzed building usage and gathered information from advisory groups. Staff meetings, student meetings and focus groups were utilized to obtain information on student preferences. The information collected supported the central themes of the 2014 General Activity Fee (GAF) Strategic Plan which called for the establishment of greater visibility to the Multicultural Center, co-location of student groups to engage and create synergy, and advancement of Career Development Office goals for staffing and programmatic space. Findings of the space study were consistent with the needs determined in the GAF Strategic Plan and reinforced students' support for internal growth and upgrading of space and services.

After interviewing student groups, one of the common perceptions was that being located in the lower level had negative connotations due to the lack of visibility, poor lighting, and difficulties accessing the area. The information collected indicated that students want a more prominent location with visibility and better access. This response from students corroborates the most recent surveys and focus group results. The proposed project will add more visibility to programs for students and provide greater and more obvious student access.

## **6. LOCATION:**

The University Student Union is located in the center of campus and is the hub of student activities and life. It is also the hub for student organizations. Programs supporting students of ethnic, cultural, and racially diverse backgrounds are also housed in the USU. The Multicultural Center would be relocated to the southeast corner of the second floor of the University Student Union. A specific location will be determined through the architectural programming and design process. Meeting rooms that would need to be relocated include three prime reservable spaces. Further development would be sought by the preliminary design to determine best case scenarios.

## **7. REALLOCATION OF OLD SPACE, IF ANY:**

SDSU plans to accomplish the goals by renovating portions of the existing facility. Through the remodeling work, existing space will be reallocated and reassigned to the various groups and services already housed within the USU. Space will be modernized and organized to better serve the students and these offices. Locations within the building will be changed to improve visibility where needed.

We anticipate the renovations will be accomplished in phases. The space planning study identified multiple options for renovation and reassignment of space. The approximate scope of each phase is identified in the following paragraphs.

Phase I will address the relocation of the Office of Multicultural Affairs from the lower level of the building to a much more visible location on the first or second floor. The Office of Disability Services placement will be addressed simultaneously. Reallocation of existing meeting room space and upgrades to a portion of the conference room facilities will be a component part of this project.

Phase II will address Career Development Office (CDO) placement and student organization/leadership office placement (co-location of student tenant space). The space study assessed needs in the CDO to account for staff (current and additional needed for staffing growth), employer in residence programmatic needs, interview space, reception, career inventory and career assessment space. The

other part is the co-location of student groups to engage and create synergy. Finally, card services office space may be changed as well to accommodate the space needs of this office. Phase I or II will affect the location of Jacks' Place.

Phase III will address ballroom modifications (multipurpose space), upgrades to the remaining conference room facilities, food service administrative and storage space, conference room technical upgrades, and event services storage space.

The University Student Union will advance these phases with special regard for maintaining all student services throughout construction. Alternative office spaces on campus may be necessary to vacate adequate space in the building for any particular phase.

A tertiary goal of the phased renovations will be to address the planned maintenance and repair projects for the building. The maintenance and repairs identified in current and 10-year M&R lists that would be addressed are likely to include bathroom renovation, flooring replacement, and air handler replacement.

**8. PROPOSED FUNDING SOURCE/SOURCES:**

The schematic design services will be funded through the University Student Union's M&R index, which is University General Activity Fee supported. The funding source for all renovations will be through allocated M&R funding.

**9. BUDGET FOR DEVELOPMENT OF A FACILITY PROGRAM PLAN:**

The USU's General Activity Fee will be utilized to fund the planning and architectural programming of all necessary remodeling and renovations, as well as conceptual costs. The same source will be used for schematic design services for the initial phase of renovations. Future phases will be proposed as separate projects. SDSU intends to develop the schematic design for all phases and will submit a Facility Program Plan that addresses all anticipated phases. The Facility Design Plan will be submitted for only the scope of the first phase of the project. The budget for the initial design services is estimated to be \$150,000.

End of Report