




Vision 20/20 UPDATE

Building, Renovation and Technological Infrastructure

Overall Status







Goal:

Improve utilization of space across campus to better meet internal needs and capitalize on opportunities to partner with external constituents.

Strategy:

Implement space utilization processes and procedures to make complete and efficient use of existing space. Evaluate opportunities to lease campus space and facilities to external users to more fully utilize the campus during traditional off-periods.

Recent Key Accomplishments

Updated the University Facilities Rental Procedure to establish clear procedures across the University and inform key stakeholders as to the process for catering and facilities rentals. The updated procedure has been posted online.

Executed semester-long facilities rentals as well as daily rentals to new and returning external group(s).

Upcoming Events

Train building schedulers, including newly appointed schedulers, to effectively use the updated version of the Event Management System (EMS).

Lessen the reliance on space usage calendars that exist outside of EMS.

Emerging Issues

Communication from various departments to the Campus Events Coordinator regarding external groups use of University facilities is inconsistent.

Solutions

Engage with campus building schedulers to address inconsistencies.

Upcoming Deliverable/Milestones

Item	Due Date	Status	Progress	Comments
Update University Facilities Rental Procedure	11/06/2016	<input type="radio"/> <input type="radio"/> <input checked="" type="radio"/>	100 %	The updated procedure is available online.
EMS training	01/31/2017	<input type="radio"/> <input checked="" type="radio"/> <input type="radio"/>	50 %	Dates and times for training have been set and communicated to those who need training on the updated EMS software.
Review potential expansion of EMS to manage classrooms	05/30/2016	<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>	0 %	This is a potential investment to explore.
		<input checked="" type="radio"/> <input type="radio"/> <input type="radio"/>		