

Committee on Facilities

Committee Charges

General Committee Charge

The Committee on Facilities shall be responsible for keeping under review the planning and operation by the University of its physical plant and all services associated therewith, including transportation and parking.

Specific Charges for 2017-2018

1. Continue to monitor the bicycle, commuting and parking programs.
2. Continue to follow up on issues related to Active Learning classrooms.
3. Continue to monitor tobacco-free initiatives on campus.
4. Receive updates on Penn Connects initiatives and Climate Action Plan 2.0.
5. Study and investigate the history and progress of gender-neutral restrooms on campus.
6. Review and discuss this Committee's general charge and identify two or three issues that should be given the highest priority for the committee's work in academic year 2018-2019.

The Committee met a total of seven times over the October through March period and representatives gave presentations on the respective charges. One of the meetings was held jointly with the Personnel Benefits Committee to discuss issues related to lactation spaces and childcare facilities.

Each charge is discussed below, followed by the Committee's recommendations related to that charge. Also included is an additional item discussed jointly with the Personnel Benefits Committee on lactation spaces and childcare of facilities. We close with our recommendations of high-priority charges for next year.

1. Bicycle, Commuting and Parking Programs

The meeting was held on March 22, 2018. Brian Manthe, director of Business Services with responsibility for Parking and Transportation, gave an informative presentation about bicycle, parking and transit programs on campus. Penn won several awards in 2017 including the Bike-Friendly Business Award, Clean Air Commute Employer of the Year, and Air Quality Award. There are a variety of ways that the Penn community can participate in commuting programs, be sustainable and still save money. For biking, Philly Bike Share and the Bicycle Commuter Reimbursement Program (BCRP) are available. 2017 was the first year that the BCRP was available and has been successful with 289 claims totaling approximately \$60,000. Although the benefit will not be available pre-tax moving forward, due to federal law, the benefit and reimbursable program will still be available. For those who drive to campus, in addition to parking, Penn provides van pool, car pool, and car share options. Evening and accessible transit shuttles are available to and from a specific campus location to one's address. The Occasional Parking Program gives users or the bicycle commuting or mass transit services the opportunity to purchase 10 discounted passes per year for use at four locations on campus. Discounted mass transit passes are available. Penn Transit Services provides shuttles including the new FMC and Pennovation Works Shuttles, Penn Bus, and Accessible Transit. Coming soon is the option to request and track these services, much like Uber and Lyft. There is a new SEPTA Travel Center in the Penn Bookstore, which will soon have a Septa key machine.

Recommendations

The Committee is impressed with the wide range of quality service provided by Parking and Transportation, in particular, their recent efforts on evening and accessible transit. We recommend continued efforts to encourage even broader use of bikes and public transportation, and to also expand the bicycle charge to include all traffic safety and circulation on campus. The Committee will continue to monitor their progress.

2. Issues Related to Active Learning Classrooms

On February 15, 2018, the Committee welcomed John MacDermott from SAS Computing, who gave a comprehensive history and overview of active-learning and other central-pool classrooms at Penn. The 200 central-pool classrooms have been modernized to include technology and are upgraded on a recurring maintenance cycle. There has been effort to make the rooms as general purpose as possible so that the Registrar's Office has maximum flexibility for scheduling. Active Learning classrooms require more space per student and also require a specialized set up that allows for that type of teaching. The first SAIL (Structured Active In-class Learning) classroom opened in May 2013 with 42 seats, seven tables. In January 2014, a room in the ARCH opened with 90 seats and 10 tables. The ARCH room is not typically used for active learning by the central pool due to the setup time and effort needed from the flexible seating. In spring 2014 a 30-seat room in Van Pelt opened, followed by one in DRL in fall 2014 with 60 seats. Another central pool classroom opened in DRL the following fall

2015 with 72 seats. There are several other active learning classrooms that are only available for the Schools that built and maintain the room. There is a need for additional such classrooms. It was noted that PennDesign needs a smaller room, approximately 30-40 seats. Other disciplines would like a larger room, larger than 100 seats. Some faculty are teaching with this pedagogy in seminar rooms by moving furniture, suggesting that the need may exceed the current capacity. The communication about the availability and scheduling of the rooms can be better distributed amongst the Schools. The support provided by the Center for Teaching and Learning (CTL) has been critical to the success of the classrooms. They have a SAIL program that helps faculty develop their courses and trains the faculty and TAs. Continued investment in CTL will help ensure the continued success of active learning classrooms at Penn.

Recommendations

The Committee commends the important roles taken by Classroom Technology Services and SAS Computing for overseeing the construction of the new SAIL classrooms, as well as CTL in bringing faculty together to discuss new and innovative pedagogical methods and their assessment strategies. The Committee feels further communication about CTL's programming would benefit both faculty and students. The Committee did not feel the need to continue monitoring the progress.

3. Tobacco-Free Initiatives on Campus

The Committee welcomed Ashlee Halbritter, director of Campus Health, and Chris Hyson, senior health and wellness specialist, Human Resources on December 11, 2017. In 2015, Penn updated their no-smoking policy to include e-tobacco products, hookahs and certain outdoor areas. The University received a \$20,000 grant from the American Cancer Society and CVS that funded a number of programs to encourage smoking cessation over the last year. These included an urn removal pilot, communications and increased signage. In 2017 the policy was revised again to include all outdoor spaces. There was a large communications push in November 2017 in conjunction with the Great American Smoke Out. Mailing was done to all faculty and staff, posters were placed around campus for the entire Penn community and temporary lawn signs were placed on Locust Walk. Videos were created and posted to help announce the new policy and culture change at Penn. This spring there will be another communications push, particularly around Spring Fling and Hey Day with the students. The materials will be translated into other languages, and the message will be incorporated into new-student and staff orientations. As an urban campus, public sidewalks will continue to be a location where smoking is allowed, although with a continued culture change it is hoped that the number of smokers on campus will continue to decrease. The American College Health Association's National College Health Assessment (ACHA-NCHA) survey show the Penn daily smoking rate was <1% among all students; the national comparison was 2.4%. In the future, the team would like to see each School get more personally involved in the tobacco-free campus efforts. Each School/Center is so distinctive, and has the most direct communication with their constituents, that their direct involvement would likely have a stronger impact.

Recommendations

Continue with ongoing programs and initiatives and receive updates.

4. Penn Connects Initiatives and Climate Action Plan 2.0

Two meetings were devoted to this charge. On January 16, 2018, David Hollenberg made a presentation on *Penn Connects*, the campus masterplan. *Penn Connects* began in 2006; *Penn Connects 2.0* started in 2011 and included a focus on major renovation projects in addition to new construction, century bond projects and sustainability and green design. There were also third-party development projects such as Evo and Cira Centre South. Pennovation Works and Pennovation Center were included in *Penn Connects 2.0*. The Committee noted that the connections to Pennovation Works could be improved, particularly the pedestrian connection. Planning for *Penn Connects 3.0* has started and will continue through 2022. Some of the upcoming projects in it will include: Houston Market Renovation; Wharton Academic and Research Building; New College House West; Schattner Addition; Franklin's Table Food Hall; Perelman Center for Political Science and Economics; Richards A+B Towers; and Museum Renovation of the Coxe and Harrison Wing. PennMedicine is under construction with the new Center for Healthcare Technology, which will include a daycare facility, and the Pavilion, which will also create a pedestrian connection from University City station to the Pavilion between it and the Penn Museum, and eventually to Woodland Walk.

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On November 1, 2017, the Committee welcomed Dan Garofalo, director of sustainability, FRES; Julian Goresko, sustainability outreach manager, FRES; Elizabeth Main, sustainability coordinator; and Maddy Schuh, sustainability analyst, who gave a presentation on the history and future of the Climate Action Penn (CAP). The Plan received high-level support at the University with the signing of the Climate Commitment in 2007. The CAP was introduced in 2009; CAP 2.0 in 2014. CAP 2.0 includes the following initiatives: Physical Environment; Utilities and Operations; Waste Minimization; Academics; Transportation; Outreach; and Purchasing. Physical Environment accomplishments include a minimum of LEED Silver for new and major renovation buildings, Green Guidelines for Renovations, Stormwater Master Plan, Urban Forest Management, Tree Campus USA, Penn Park Orchard, and Penn Plan Explorer. For energy management, the University has a goal of 7% energy reduction and a 10% carbon reduction by 2019, as compared to the FY14 baseline. The current total campus emissions includes air travel. The Committee noted that this and all commuting emissions are tracked separately from the campus footprint. There is a Solid Waste Management Working Group and the overall waste at Penn is decreasing. For transportation, new bike racks and repair stations, as well participating in the City's Bike Share program has helped increase bicycle commuters. For academics, there is an increasing number of courses that deal with sustainability and the FRES sustainability office provides support through student internships and fellowships. Outreach is done through eco-reps, sustainability coordinators in each School/Center, Faculty forums, Green Office + Green Living certifications and student advisory groups. Further engagement is possible through programs and events such as GreenFund grants, Rethink Your Footprint, and Power Down Challenges. The team is currently planning for CAP 3.0 which will be launched in fall 2019. Potential new topics include civic engagement, health and wellness and food. The Sustainability Tracking, Assessment & Rating System™ (STARS®) is a transparent, self-reporting framework for colleges and universities to measure their sustainability performance. Penn's 2017 STARS Report was submitted on March 1, 2017. The University anticipates a Gold Rating under STARS Version 2.0.

Recommendations

Continue with ongoing programs and initiatives. The Committee recommends a study to improve access for pedestrians and cyclists to Pennovation Works. Climate Action Plan 2.0 has made tremendous progress through its first 3.5 years of the 5-year program. The Committee will continue to monitor ongoing programs and initiatives over its remaining 1.5 years.

5. Progress on All-Gender Restrooms on Campus

This new charge to our Committee was discussed in our first meeting on October 23, 2017. An overview and history of all gender restrooms on campus was given by Lynne Hunter, associate provost for administration. The Provost Office, Vice Provost for University Life and the LGBT Center brought the need for all gender restrooms to the attention of the Division of Facilities in 2011. By conducting a database search and physical on-site surveys, Facilities identified the single-use restrooms that could potentially be converted. After applying criteria identified by the LGBT Center and determining that the restrooms would be dispersed throughout campus, 80 single-stall restrooms were converted, largely by changing the signage on the doors. To increase wayfinding and communications, a map of the locations was created and posted online. We currently have over 115 all gender restrooms identified on the map. These locations do not include college houses, retail properties, or third-party development projects. The term for these restrooms in 2011 was gender-neutral restrooms. They are now referred to as all gender restrooms. Pictures of examples of the different restrooms on campus were shown to the Committee including single-use, family and multiple stall. The University is now investigating how to convert current gendered multiple stall restrooms to all gender multiple stall restrooms. There are some limitations to a single-use restroom. As an urban campus, space is an extremely valued commodity, particularly when balancing programmatic and social needs on a complex, diverse and interdisciplinary campus. Further, many of our historic buildings do not have any single-use restrooms and cannot be easily retrofitted. Single-use restrooms also separate and exclude a segment of the population. A multi-stall gender-neutral restroom can accommodate these limitations and serve as an alternative solution to the growing need for additional all gender restrooms on campus. The Committee expressed an interest in identifying

an all gender restroom in all of the campus buildings and College Houses.

Recommendations

The Committee strongly recommends continued effort to convert more gendered restrooms to all gender, in particular, the multi-stall restrooms. Unique situations at various Schools/Centers should also be considered, such as locker or changing rooms.

6. Lactation Spaces and Childcare Facilities

Although this was not a formal charge to our Committee, we set up a joint meeting with the Personnel Benefits Committee on December 6, 2017, to discuss the quality and quantity of lactation spaces and the need for daycare on campus. In particular, the need for these services and spaces as it relates to the success of recruitment and retention of faculty, staff and students was discussed.

Regarding lactation spaces on campus, Penn has made progress over the past several years, although we are not a model institution. There are issues around space and ownership of lactation spaces in a decentralized University. The existing rooms are run and maintained by their respective building, School or Center. The University has significantly increased the number of spaces on campus with particular attention to areas that were previously defined as deficient. These areas include the Library, Irvine Auditorium, Wharton School and Perelman School of Medicine. The average acceptable distance to a lactation room is five minutes. The Penn Women's Center gives out pump attachment kits to members of the Penn community. Between July 1, 2017 and early December 2017 they had given out 28 pump kits. The minimal cost of the kits provides a tremendous sense of support for those who are looking to pump on campus. CHOP now has a sufficient number of pump rooms, but does not have a day care facility. The School of Social and Public Policy and Presbyterian Hospital were noted as not having sufficient lactation spaces.

Some improvements that could be made for breastfeeding support at Penn include equipping the spaces with a hospital-grade pump to allow for more efficient and effective pumping, increasing the number of spaces on campus, and providing incentives for breastfeeding. Better dissemination of support materials and resources is also desired. There are informal networks, such as New Parents at Penn, that could be better publicized, or better yet, formalized.

Also discussed was the issue of the lack of childcare facilities on campus. There are approximately 300 maternity leaves each fiscal year at Penn. It is not known how many families would like to have daycare associated with Penn, rather than closer to their home. There are 164 spaces at the Penn Children's Center, and there for approximately 200 Penn faculty and staff on the waitlist and another 100 people from outside Penn. Space is an issue for Penn, and it is also an issue for institutions throughout the northeast. Penn has partnered with nearby daycare facilities to reserve spaces for placement including the Caring Center and the Parent Infant Center. The Health System is opening a new daycare facility this Summer which will have 120-140 children. The question was asked what it would take to get the waitlist down to approximately 50 people. We will wait to see once the new health system facility opens if the waitlist remains the same or if the new facility eliminates some of the need.

Recommendations

We recommend continued monitoring of lactation spaces on campus and the effect the new Health System facility on the length of the waitlist.

7. Review and discuss this Committee's general charge and identify two or three issues that should be given the highest priority for the committee's work in academic year 2018-2019

- Continue to monitor progress of all-gender restrooms on campus.
- Continue to monitor tobacco-free initiatives on campus.
- Continue to monitor the bicycle, commuting, and parking program, and explore traffic, pedestrian and bicycle safety on campus.
- Receive updates on Penn Connects and Climate Action Plan initiatives.

Facilities Committee 2017-2018

Chair: Masao Sako; **Faculty:** Erick Guerra, Brent Helliker, Allison Lassiter, Kathryn Michel, Claire Mitchell, Paul Schmidt, Dom Vitiello; **PPSA:** Maria Puciata; Patrick Dolan, Tom Wilson; **WPPSA:** Marcus Wright; **Graduate students:** Mark Ross Bookman, Chaun Hao (Alex) Chen; **Undergraduate students:** Adam Mansell, Kyle O'Neil; **Administrative Liaison:** David Hollenberg; **Staff:** Taylor Berkowitz.