



REPORT

From the ...

SAB Space Allocation Ad-Hoc Committee

TO: Members of the Student Representative Assembly

FROM: SAB Space Allocation Ad-Hoc Committee

SUBJECT: SRA 17H Final Report

DATE: Tuesday, October 10

Dear Members of the Student Representative Assembly,

Following the passage of the Pulse and Student Activity Building special referendum in March of 2017, the Student Activity Building Space Allocation Ad-Hoc committee was convened by the Assembly to make recommendations on behalf of full-time undergraduate students as to how the 40,000 ft² of space should be allocated.

The committee has, over the last four months, collected feedback from students, collated and analyzed information from previous years, and educated the student body on the buildings that they have chosen to construct. This report contains the findings and recommendations of the committee, for your approval.

It has been an honour to be able to bring the voices of students forward for such a momentous project, and we are happy to answer any questions you may have.

Sincerely yours,

The SAB Space Allocation Ad Hoc Committee

Table of Contents

The SAB Space Allocation Ad-Hoc Committee	4
Committee Inception	4
Structure	4
Operating Procedure	4
Voting Members	4
Official Observers	5
Intention	5
Process	5
Timeline and Dissolution	5
Student Input	5
Focus Groups	5
Online Survey	6
Architect Design Concepts Voting	6
Interfaith Council	7
Focus Groups Meeting With Architect	8
Results, Conclusions and Recommendations	8
Results from the Focus Groups in October 2016	8
Results from the Online Survey	10
Question 1	10
Question 2	11
Question 3	12
Results from the Polls	14
Atrium Concepts:	14
Lounge Space / Stairs Concepts:	16
Study Space Concepts:	18
Recommendations from the Interfaith Council	20
Structure of the Prayer Spaces	20
Security Cameras	21
Ablution Area	21
Recommendations from the Committee as a Result of Data Collected	22
Study Space	22
Nap Spaces	22
Lounge Space	22
Wellness Spaces	23
Food Availability	23

Atrium Space	23
LEED Certification	24
Accessibility	24
Amenities and Service Space	24
Club Spaces	25
Not Recommended	25
Plans Going Forward	26
Student Design Charrettes	26
Architect Meetings	26
Opportunities to Consult the SRA During the Final Schematic Design Phase	26

The SAB Space Allocation Ad-Hoc Committee

Committee Inception

The Space Allocation Ad-Hoc Committee was struck at SRA Meeting 17C to gather student input regarding the design of the Student Activity Building (SAB). The committee was intended to make use of previous student opinion data, as well as to collect a variety of new input to represent the opinions of full time undergraduate students. The committee would then make a number of recommendations to the SRA regarding the allocation of the 40,000 square feet of student space.

Structure

The committee was to be comprised of 7 voting members — the Associate Vice President Finance (as chair), 3 SRA members, and 3 MSU members. The 7 members are listed below:

Associate Vice-President: Finance	Scott Robinson (Chair)
SRA Members	Lauren Arnold Max Lightstone Kirstin Webb
MSU Members	Sarah Figueiredo Mahmood Haddara Timothy Hewitson

Operating Procedure

As per the initial operating procedure, available through msumcmaster.ca/SAB:

This committee shall be struck to solicit and compile information concerning student priorities for the allocation of space in the Student Activity Building. Using pre-existing data, newly obtained student feedback, and stakeholder consultation, the committee shall create a plan for the use of the 40,000 ft² of unallocated space within the building, and present a plan to the assembly for approval.

Without limiting the generality of the foregoing, this committee shall:

Consist of the following voting members

- One (1) chair of the committee who shall be the MSU VP (Finance) or AVP (Finance),
- Three (3) SRA members elected by the SRA
- Three (3) MSU members elected by the SRA

Include the following official observers

- All SRA members
- All members of the Executive Board
- The Board of Directors of the SRA 16 year

Intention

- To solicit student ideas and priorities on the space allocation of the Student Activity Building
- To provide a venue in which priorities may be proposed, discussed, and ranked
- To finalize recommendations within the timeframe dictated by the building schedule
- To ensure that student space, and as a result student fees, are being used in a way that will benefit all students
- To keep the assembly informed as to the progress of the allocation

Process

- Meetings shall occur biweekly
- The committee shall have access to a promotions budget

Timeline and Dissolution

- Submit one report per SRA meeting over the summer
- Submit a final proposal to the Assembly no later than the first SRA meeting in September
- Dissolve upon the completion of their mandate

Student Input

Focus Groups

These opportunities to provide input were held on October 25th and 28th of 2016, and were used to inform the referendum(s) for the Student Activity Building. Over the two sessions, 103 individuals participated. The sessions were organized by then VP (Finance) Ryan MacDonald, and promoted through social media and posters. Participants were entered into a contest to win a \$50 Union Market gift card or \$50 TwelvEighty gift card through their involvement.

Over the course of the two hour long sessions, individuals were asked to fill out a survey. The survey asked the following questions:

- “What are the top 10 things that McMaster needs more of or should have to make student life at McMaster better?”

- “What is the most frustrating thing about student space on campus?”
- “What is the best thing about student space on campus?”

Results of those focus groups are below in the “Results, Conclusions and Recommendations” section.

Online Survey

An online survey was posted online on July 21st, 2017 via the MSU website (msumcmaster.ca/SABsurvey). The campaign to promote this survey to the student body was comprised of multiple elements and took place both on campus and through social media. The MSU Board of Directors assisted in this campaign by creating a video highlighting the importance of the student body’s opinion in this process. The SAB Committee spoke with hundreds of students at the 2017 MSU CluBsfest and handed out approximately 1,000 rave cards promoting the survey. A further 400 rave cards were distributed during the previous poster session on campus between September 26th and September 29th 2017.

The survey’s structure is as follows:

The first question asked students to vote on their preference between 4 options for “unprogrammed space”. Photos of different design concepts can be found on page 7, under the results section of the report..

Then, the survey asked students to provide up to 3 responses to each question below and overall we received 426 responses that addressed the following...

1. “This new] building will include 40,000 square feet of student space. What facilities, areas or spaces do you need most in the SAB?”
2. We will be working with a highly skilled architecture firm to design this building. What design features or non-spaces focused ideas do you think should be a priority?

This survey closed on October 3rd, 2017. 426 responses were received. Data collected is also summarized in the “Results, Conclusions and Recommendations” section.

Architect Design Concepts Voting

Following the selection of MacLennan Jaunkalns Miller Architects (MJMA), the committee organized a series of in person polls regarding various design conceptions between September 26th and 29th. MJMA provided 9 different conceptual design ideas and examples from projects similar to the SAB. The committee put these designs on large format posters (6 feet long), and presented them on wooden easels in each location. Members from the committees hosted the polling sessions in person as students were passing by. Students informed the committee member of their choice between the options, and the committee member wrote their response on a sheet. These results were tabulated nightly.

The session locations and times were as follows:

- Tuesday, September 26th in MUSC Atrium from 10:30-3:00pm
- Wednesday, September 27th in MUSC Atrium from 3:30-5:00pm
- Thursday, September 28th in DBAC Lobby from 2:00-4:45pm
- Friday, September 29th on BSB for the Homecoming Expo from 10:30am-2:30pm. At this event we also gave away free water bottles, bags and calendars to encourage participation.

A total of 899 individuals participated in architect design voting. The results are included in this report in the “Results, Conclusions and Recommendations” section.

Interfaith Council

The Interfaith Council (IFC) met twice to discuss the multifaith prayer space in the SAB. The first meeting, on July 27th, discussed the design, use, and policies of the prayer space. The second meeting, on September 13th, finalized the recommended design that has been included in the final section of this report. The following groups were consulted during these meetings:

- Chaplaincy Center
- Muslim Students Association
- McMaster Hillel
- Hindu Students Association
- Orthodox Christian Students Association
- Catholic Students Association
- Sikh Students Association
- Power to Change
- Cooperative of Indigenous Studies Students and Alumni

Focus Groups Meeting With Architect

Along with involving students in the focus groups, the committee also invited MJMA Architects onto campus for the opportunity to meet with other campus representatives. These three discussions were held on September 20th, 2017.

- MJMA, Campus Events and MSU representatives met to discuss the multipurpose event space;
- MJMA and representatives from the Interfaith Council discussed how we could include various faith-based practices in the SAB; and
- MJMA, MSU representatives and students discussed design concepts of the lounge and study spaces within the building.

Results, Conclusions and Recommendations

Results from the Focus Groups in October 2016

103 individuals participated in 2 focus group discussions. From these discussions, students provided the facilitators with their opinions and recommendations.

The results from these focus groups were as follows:

Room & Space Concepts from Focus Groups October 2016

Number of Individuals	Idea	Percentage of Responses*
49	Casual Seating	48%
47	Study Space	46%
24	Event Space	23%
24	Bookable Rooms	23%
23	Community Kitchen	22%
20	Grocery Store	19%
20	Multifaith Space	19%
14	Quiet Space	14%

10	Off Campus Lounge	10%
9	Public Performance Space	9%
8	Additional Clubspace	8%
8	Recreation Area	8%
6	Restaurant	6%
6	Wellness Services	6%

**Percentage of responses that listed the idea in their top 10. Students were able to select a maximum of 10 ideas.*

19 other ideas were submitted which received less than 6% or 6 votes each.

Other Important Idea Submission from Focus Groups October 2016

Number of Individuals	Idea	Percentage of Responses
35	Plugs & Outlets	34%
29	24 Hour Access	28%
19	Natural Lighting	18%
11	Charging Stations	11%
9	Clubs Advertising Space	9%
8	Roof Garden	8%
7	Fully Accessible	7%
6	Water Fountains	6%

16 other ideas were submitted which received less than 6% or 6 votes each.

Results from the Online Survey

Question 1

The first questions asked students to choose their preference between 4 design options for “unprogrammed space”. The options were:



- Design 1



- Design 2



- Design 3



- Design 4

With 425 individual responses, the results were:

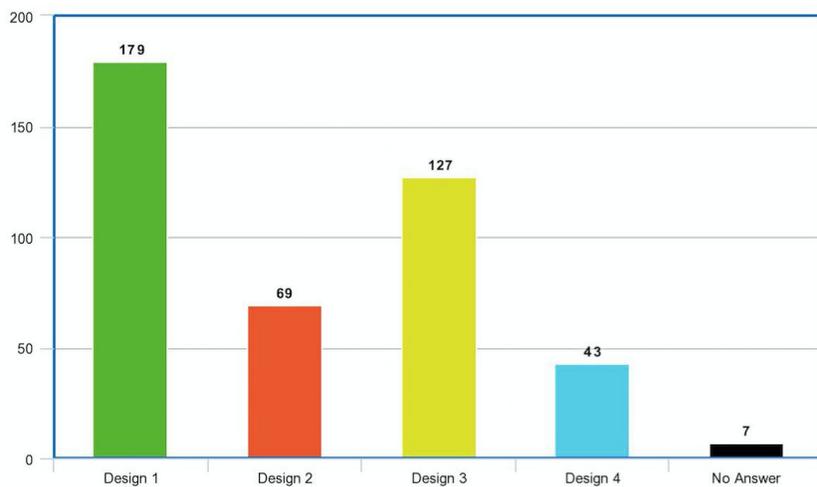
Design 1: 179

Design 2: 69

Design 3: 127

Design 4: 43

No Answer: 7



Question 2

This question asked for idea submissions for facilities, areas or spaces that students needed most within the SAB.

With 393 responses, the results were:

Number of Individuals	Idea	Percentage of Individuals
101	Study Space	26%
77	Lounge Space	20%
72	Study Rooms	18%
72	Nap Space	18%
70	Dining Space/Food Court	18%
43	Silent Study/Quiet Space	11%
42	Cafe	11%

36	Unprogrammed Space	9%
33	Workout Space	8%
26	Studio Space	7%
24	Multifaith Prayer Space	6%
23	Grocery Store	6%
22	Computer Lab	6%
18	Cheap Food	5%
17	Maker Space	4%
17	Community Kitchen	4%
17	Gaming Lounge	4%
16	Wellness Space	4%
15	Hillel Office	4%

15	Additional Club Space/ Storage	4%
11	Service Space	3%
10	Washrooms	3%
10	Movie Theatre	3%
10	Meditation	3%
9	Seating	2%
9	Meeting Rooms	2%

84 additional ideas were submitted which received less than 2%, or 9 votes each.

Question 3

The third question asked for design features or non-space focused ideas that students think should be a priority within the SAB.

From 354 individual responses, the results were:

Number of Individuals	Ideas	Percentage of Individuals
173	Natural Light	50%
73	Plants & Wellness	20%
60	Open Concept Design	17%
42	LEED Certified	12%
38	Modern Design	11%
36	Plugs	10%
36	Efficient Seating	10%
29	Warm Vibe	8%
21	Aquarium	6%
14	Accessible	4%

13	Big Stairs	4%
12	Acoustics	3%
11	Large Tables	3%
10	Public Art	3%
9	Quiet Spaces Design	3%
9	Outdoor Areas	3%
8	Wide Hallways	2%
7	Outdoor Bike Racks	2%
6	Marauder Branding	2%

18 additional ideas were submitted which received less than 2% or 6 votes each.

Results from the Polls

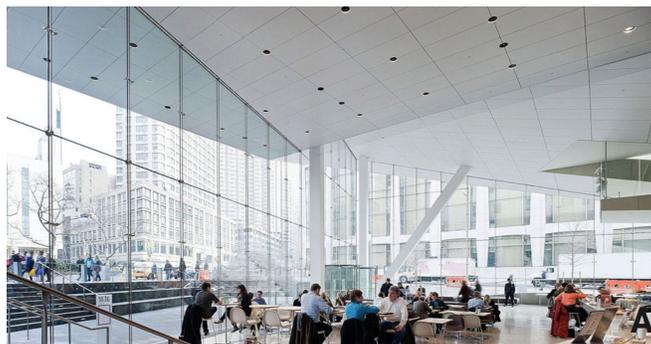
Atrium Concepts:



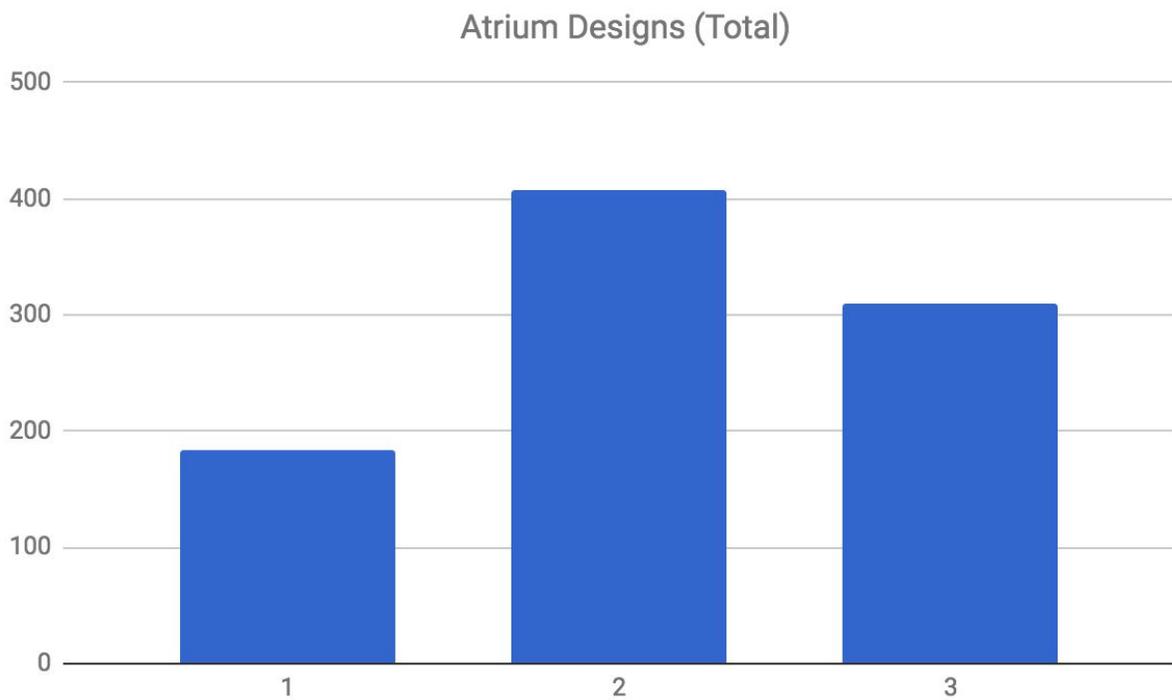
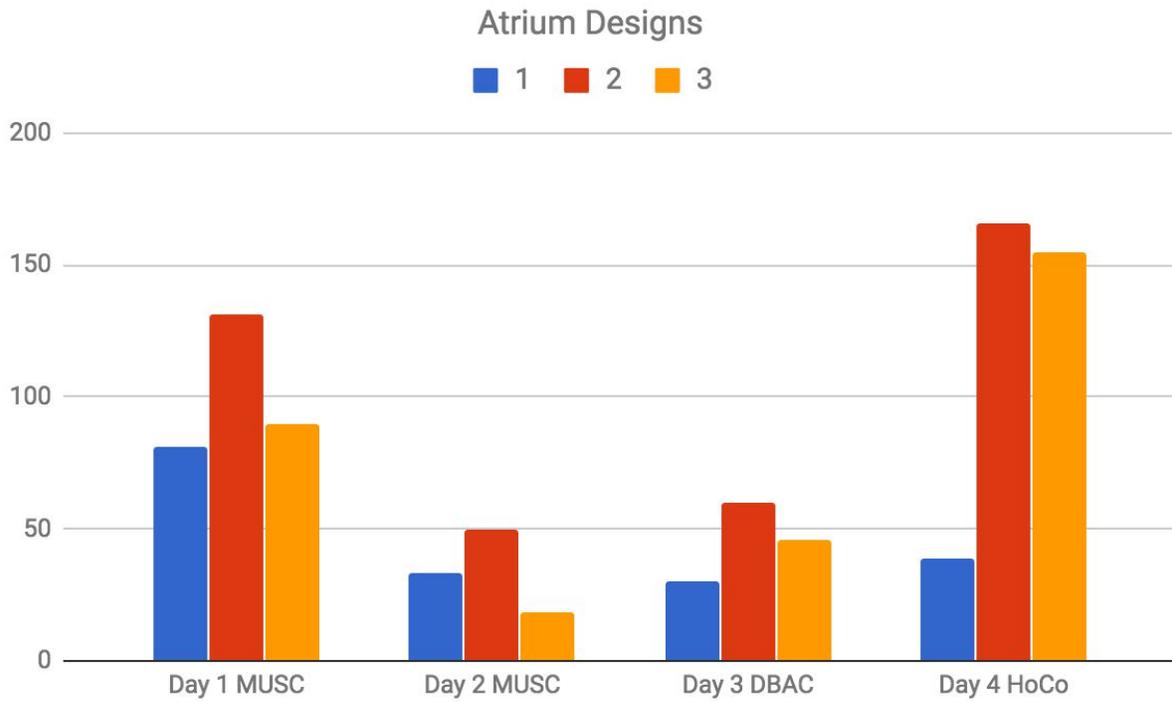
Design 1: Ryerson University Student Centre



Design 2: UBC Student Union Building



Design 3: Alice Tully Hall, NYC



Design 1: 183
 Design 2: 407
 Design 3: 309

Lounge Space / Stairs Concepts:



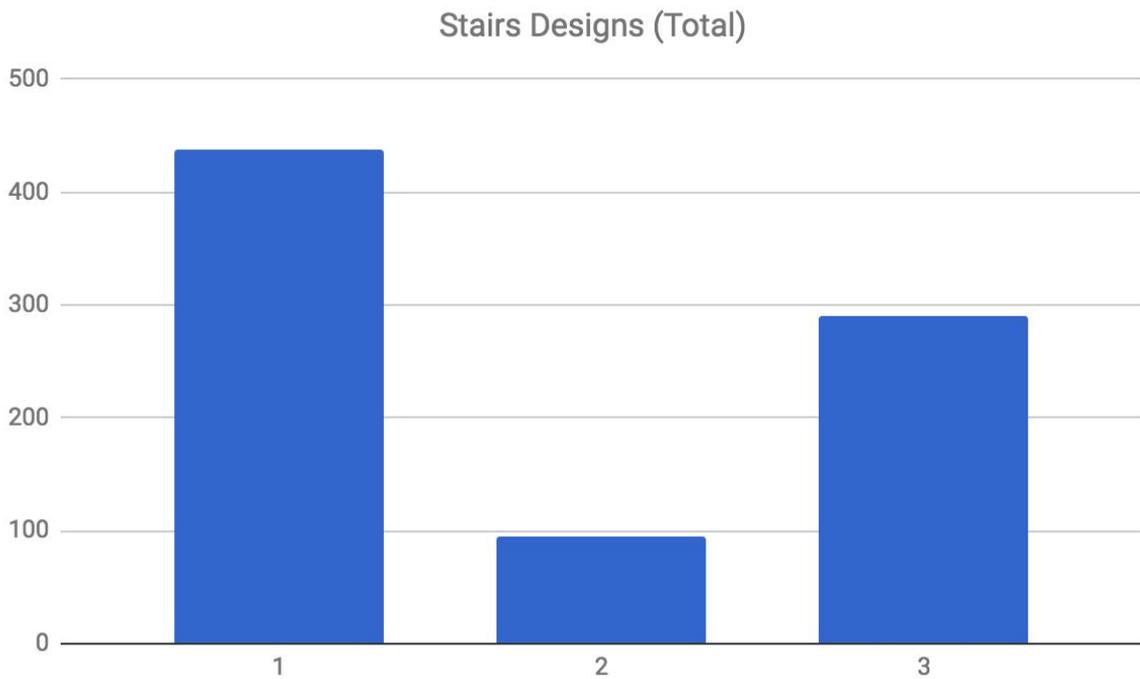
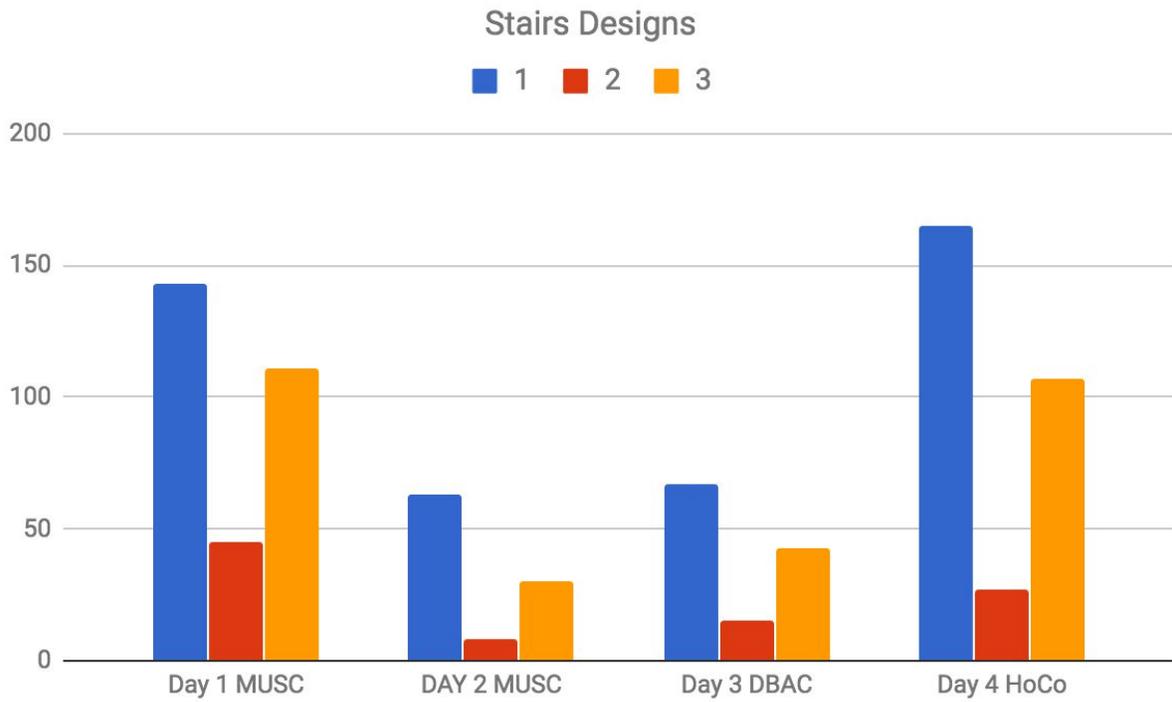
Design 1: Ryerson University Student Centre



Design 2: Centennial College Ashtonbee Library



Design 3: Diana Centre Bernard College



Design 1: 438

Design 2: 95

Design 3: 291

Study Space Concepts:



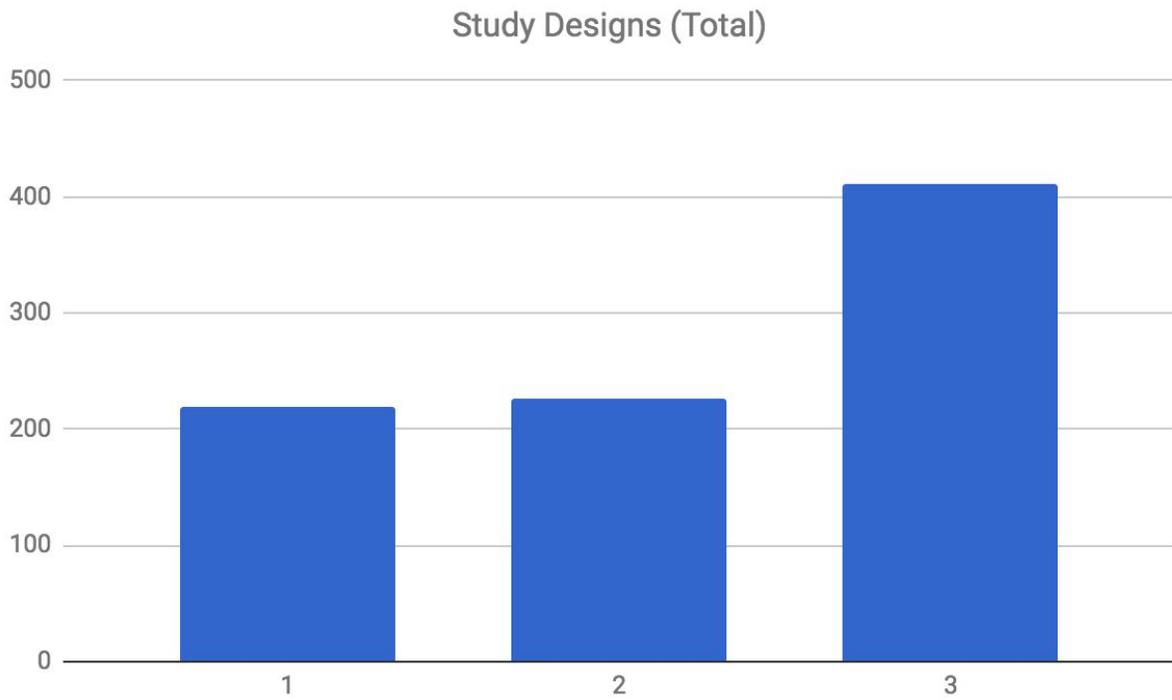
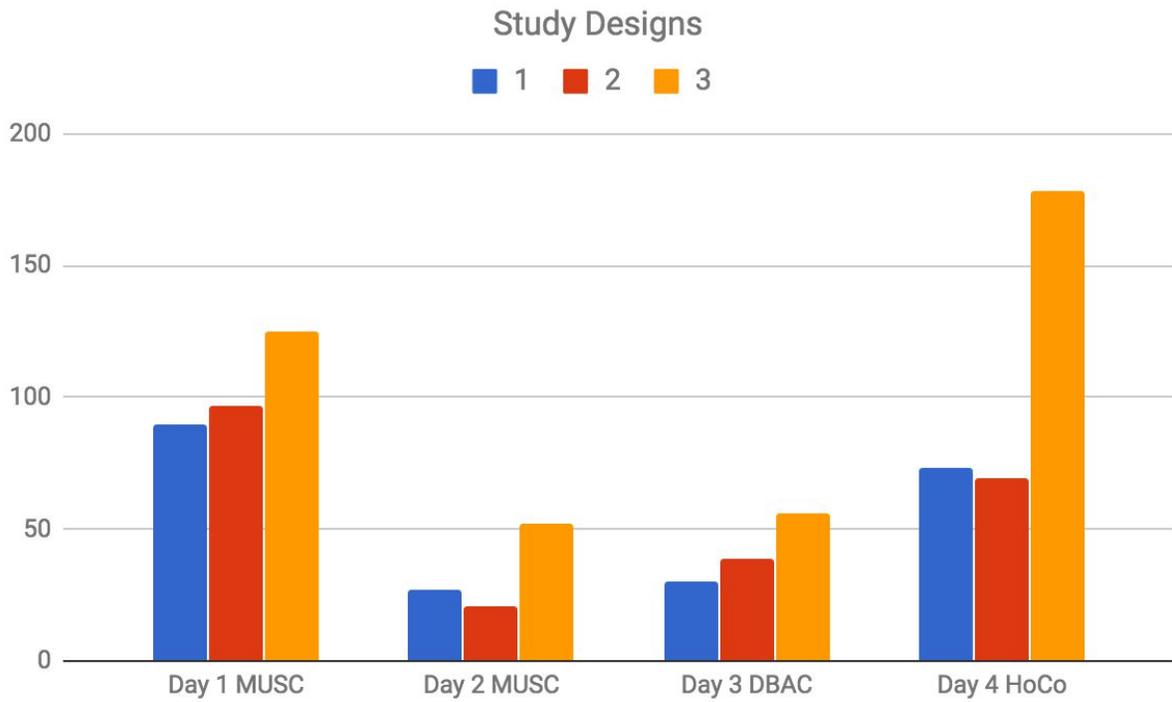
Design 1: Centennial College Library



Design 2: Diana Centre Bernard College



Design 3: Halifax Central Library



Design 1: 220

Design 2: 226

Design 3: 411

Recommendations from the Interfaith Council

Structure of the Prayer Spaces

The guiding thought behind the design of the prayer spaces is that it must be a house of prayer for all nations, where everyone is comfortable and able to pray. Multiple faith groups of the Interfaith Council (IFC) noted the necessity of gender segregation for certain spiritual observances. Since the SAB will have two drop-in prayer spaces, the IFC recommended dividing one of the rooms in half, and designating each section by gender. Since both prayer spaces will be open at all times, this does not present an issue for individuals who might prefer not to pray in a segregated environment, as the non-segregated room will always be available.

We also recommend having cabinets close to both rooms, as some faith groups require objects to be present for certain rituals. Unlocked cabinets will provide easy access for individuals of all faiths to access required objects. Most faith groups also cannot pray if symbols from another religion are visibly present -- this means that the walls must be void of any religious symbols (e.g: crosses, depictions of gods/prophets, etc.).

Some faith groups also expressed the need for shoes not to be present in either prayer room, as some rituals cannot be performed if shoes are present. In addition, many faith groups require sitting or kneeling on the floor, meaning it would be preferable to have a carpeted area with no shoes allowed. Given these requirements, it is our recommendation that both prayer rooms include an intermediate area between the entrance to the prayer room and interior where shoes can be left. This is depicted in greater detail in the diagram at the end of this section.

Finally, two faith groups requested that the room be designed in such a way as to safely allow the burning of incense and ceremonial candles. These are elements of multiple rituals, yet cannot be currently performed in most buildings on campus. Proper ventilation would allow this.

This is the layout of the multifaith area that was proposed by IFC, and is being recommended by this committee:



Security Cameras

Multiple faith groups expressed concern regarding vandalism of the prayer spaces and other hate crimes. Some groups suggested the installation of security cameras in response to this potential problem, yet others rejected cameras as an invasion of privacy. Our recommendation is to install three security cameras:

- One camera in each of the anterooms for the drop-in prayer spaces, where users of the space would leave their shoes. This would allow security employees to identify all individuals that entered the prayer space within a specific timeframe, without having the camera inside the prayer space itself.
- One camera in the large bookable prayer space. The camera would not have a microphone, and groups requesting the space could indicate that they wanted the camera to be visibly blocked during their use of the space (e.g: by covering it with a retractable metal plate).

Ablution Area

Multiple faith groups requested an area in SAB, preferably in close proximity to the prayer spaces, where ceremonial washing could be done. Multiple faith groups are required to wash themselves before performing certain rituals, and/or wash fruit and other food items for sacrifice. This area would have to be gender segregated, and could not be inside of a washroom (although it could be adjacent to one).

The committee recommends that the Board of Directors and the upper level committees continue to consult with the interfaith council when it comes to making final decisions on the design of these spaces.

Recommendations from the Committee as a Result of Data Collected

Study Space

Receiving a high percentage of the votes in all of our student consultations (46% in focus groups and 26% in the online survey), it is clear that this should be a high priority when it comes to space allocation. Students need spaces where they can spend a few hours and study for their courses. They need multi-purpose study spaces which can function in numerous ways, depending on the individual's preferences and needs. An ideal new study space for students would include individual cubicles with plugs, as well as tables for group study and study rooms. This was made clear during the conceptual polling phase of the consultation, when students voted overwhelmingly (48%) for design 3, which features tables for groups as well as individual spaces for studying. An effective study space contains multiple environments within it. These different spaces should allow for social collaborative conversations, or for silent individual studying.

Nap Spaces

Moreover, many students specifically asked for quiet space or napping space, as there are currently no areas on campus designated for the purpose of napping. Considering the benefits of rest for students, as well as the significant population of students who live off-campus and/or commute, an area that allows students to rest between classes is an idea our committee finds value in. Couches, recliners, and benches are examples of furniture that could function as a place to nap. Another option are nap pods, which have been installed recently in post-secondary institutions such as Algonquin College and the British Columbia Institute of Technology. Nap pods and/or furniture one could use to nap should be located in a designated quiet space, such as a quiet study room, or located in a separate room. Low lighting within the space is also something that should be considered during the planning phase, as that would make the space more appropriate for napping. The committee recommends the architects to review previous installations of nap pods or nap rooms, such as the ones mentioned previously, to determine what this space should look like in the SAB.

Lounge Space

This was also a space of clear importance to McMaster students. Casual lounge space received submissions from 48% of participants in the focus groups, and 20% of the students who submitted ideas to the online survey. A new lounge space on campus should be an inherently social space, where students can chat with friends, participate in group activities as well as enjoy time to themselves. Evident in our conceptual polling phase, 53% of students voted for Design 1, a space similar to the Ryerson Student Centre. This design featured spaces where students could

relax. They could talk with a group, as well as relax individually and spend time on their laptops or napping. These spaces are oftentimes destinations for students who have an hour or two in between their classes, and are not necessarily studying in these spaces - although the space should be designed with that in mind as well. This space should include many chairs with tables for individuals, as well as many group tables and some other dynamic seating options. From the many conversations had with students throughout this process, it was found that it is not ideal to design a lounge space which features numerous private 6-8 person booths, as these spaces are often taken up by only 1 person, and thus creates a dead space. It may also be desirable that the lounge space is a bookable space, where student clubs could host events at night.

Wellness Spaces

Throughout our consultations and data collection, we have found that wellness spaces and design should be a large priority of the SAB. 20% of responses to our online survey asking for design features mentioned that they would like to see different features in the building that promote wellness. These different features were described as: a living green wall in the atrium, trees growing indoors, public waterfalls or fountains, outdoor gardens on the patio and more. These different features were suggested because students described them as calming, welcoming and warm. Additionally, 6% of submissions suggested an aquarium in the wall of the atrium. This was suggested because students thought this would be an extremely calming feature. Many students cited the waterfall room in MDCL as an example of a successful wellness space.

Food Availability

Through our consultations, we have also concluded that students want food availability to be a focus in the SAB. During the referenda, a grocery store was promised to students, and this want also became evident during our surveys and focus groups, garnering 6% and 19% respectively. The committee recommends that this space be designed with consultations from the MSU Food and Beverage management team. Additionally, we found that students have interest in seeing a dining space or food court in the SAB, as well as cafes. These ideas received submissions from 18% of students in the online survey for a food court, and 11% for cafes and coffee shops. Finally, a community kitchen or food preparation area would be a great addition to the facility. Ideas around a community kitchen or food prep area were submitted by 22% of students in the focus groups, and 4% of students in the survey. This space could include microwaves, toasters, sinks, kettles and other appliances that students could use to reheat or cook food that they bring on campus from their homes.

Atrium Space

Through a four day campaign in September, we polled 899 students about their preferences for an atrium design. 49% of students voted in favour of the wooden open concept design of UBC's student centre, while 34% votes for the modern style glass building of design 3. From these

votes, as well as hundreds of conversations with students about why they preferred these options, we found that students have clear needs when it comes to the atrium space. Students would prefer that this space is open concept, with furniture that is able to be moved for events. Also, it should feature some of the wellness designs as described above, with indoor trees and perhaps a living green wall or waterfall. Students also noted that this space should be designed with effective acoustics in mind, as this has been a problem with other social spaces across campus. Another key thing to note is that 50% of students who filled out the survey specifically asked for a lot of natural lighting in the atrium space and across the SAB, so that should be a main priority. Finally, within our conversations and data collection, it was evident that students want this atrium space to be a useful space, where they can sit and work or socialize, so having effective furniture, and a variety of it, should be a focus within the design of this space.

LEED Certification

12% of students who filled out the online survey noted that sustainability was something that they cared about when designing the SAB. Therefore, we believe that a strong LEED sustainability certification of silver or gold is something to strive for. This could include solar panels on the roof, a living green roof or garden, installing low flush toilets or intelligent ventilation that is energy efficient. We recommend working with the SRA Sustainability committee to determine the priorities within this facet of the design.

Accessibility

Any new building on campus should be designed with accessibility in mind. A top priority during the design phase should be ensuring that physically disabled people will be able to navigate the space easily and make use of the amenities within the SAB. The design should be accessible in itself, not just an additional feature.

Amenities and Service Space

We found that many students submitted ideas that were not necessarily space allocations, but rather priorities for amenities and services within the SAB. One of these was ensuring that there were a lot of plugs and outlets available to students. This garnered submissions from 34% of students in the focus groups, and was brought up repeatedly during our in person polling booths. Students need spaces to sit that have access to plugs so that they can charge their electronics, and it was also suggested that some of these plugs include direct USB charging ports. As well, an evident priority from 28% of students in the focus groups was that they wanted the SAB to be open for use 24 hours a day. Finally, the committee recommends that the board of directors do research into the space needs of the MSU's services. If there are any services that are currently without a physical space, or are growing beyond their current space, they should be considered for a new space within the SAB. One possibility to consider may be a shared office

for managers and caucus leaders who do not have a space allocated to their service, to work in a quieter environment than the MSU committee room.

Club Spaces

Space designed for clubs on campus was a strong ask from students, with approximately 30 requests for some sort of clubs space. These requests were typically for either increased office/meeting space for clubs (there are currently nine offices available for clubs, each of which is shared by three clubs, chosen by lottery), or storage space. With over 300 ratified clubs within the MSU system, and many others run through faculty societies, the supply of related space does not currently meet the demand. The committee would also like to note that four percent of the survey respondents requested an office for Hillel (the Jewish Students Association). The committee therefore recommends inviting the Clubs Administrator to work with the architects in order to determine the needs of clubs and the optimal way to utilize available spaces to fit those needs. Furthermore, discussions with clubs, including Hillel, are recommended in order to provide opportunity to find what is most beneficial for these students and clubs.

Not Recommended

There were many other ideas that students submitted that this committee has decided not to include in our recommendations for the Student Activity Building. The decision to not include an idea occurred either because the space already exists on campus in some capacity, or because the committee felt that it did not fall within the role of the SAB.

On this note, many students submitted ideas such as “workout space”, “an ice rink”, or “dance studio” in the online survey. The committee felt as though it was right not to include these in the SAB. Instead, these ideas may be used in advocacy by the Board of Directors when working with Athletics + Recreation on the DBAC and Pulse expansion projects.

Like the above is the submission for a “maker space”, which the committee concluded already sufficiently exists in Thode Library, of which many students may just be unaware. Similar are the suggestions of an “e-gaming lounge” and “computer lab”, which exist in various forms throughout campus, including but not limited to Mills Library.

If there are any questions as to why a different suggestion was not included in these recommendations, the committee is happy to respond.

Plans Going Forward

Student Design Charrettes

Architects from MJMA will be on campus on October 23rd & 30th, where the MSU will host focus group/town hall style events. These two dates will be opportunities for the architects to present their plans and schematic designs, and for students to provide feedback and insight to these designs. Much of this will be qualitative data, as the architects and their team will use this time to talk directly to students one on one.

Through our survey, we collected hundreds of submissions for an email list of students who wish to be notified when these charrettes are taking place. They will be informed the dates and times of the events, which should dramatically increase the turnout of the events.

Architect Meetings

The chair of this committee, Scott Robinson, currently also sits on the committee which meets bi-weekly with the architects, Athletics & Recreation, Facility Services & the University. Having been a key player in the collection of this data, and having had hundreds of conversations with students at events such as Clubsfest and Homecoming Expo, he will continue to be a prominent voice on the committee, representing the MSU student members. Additionally, Daniel DSouza, Chukky Ibe, and the MSU General Manager meet with Scott regularly to discuss the student perspective. He is happy to meet with anyone to discuss the plans for the new building, and how we should be allocating space to serve the student interest.

Opportunities to Consult the SRA During the Final Schematic Design Phase

Finally, the committee recommends that there be continued consultations with the Student Representative Assembly in regards to this project. It would be great to continue to receive student input through these individuals who were elected to represent student needs and interests. As more information comes forward during the design process, the SRA can provide excellent insight into the student perspective.

Thank you,

SAB Space Allocation Ad-Hoc Committee

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