



University of Toronto

OFFICE OF THE VICE- PROVOST, SPACE AND FACILITIES PLANNING

FOR INFORMATION:

TO: Planning and Budget Committee

CONTACT INFO: 416-978-5515; ron.venter@utoronto.ca

DATE: February 24th, 2005 for March 8th, 2005.

AGENDA ITEM: 7

ITEM IDENTIFICATION:

Project Planning Committee for the Department of Italian Studies at 43 Queen's Park Crescent East.

JURISDICTIONAL INFORMATION:

Under the Policy on Capital Planning and Capital Projects, section 5.A, the membership and terms of reference of Project Committees shall be reported to the Planning and Budget Committee.

BACKGROUND:

The University of St. Michael's College has a long-term lease from the University of Toronto that is scheduled to terminate in 2034. Since the mid-eighties, the Multicultural History Society of Ontario has occupied the space at 43 Queen's Park Crescent East, leased from St. Michael's College. The current lease will terminate on June 30, 2005.

At present an opportunity exists to renovate 43 Queen's Park Crescent East with external donor support. The proposed concepts initiated from an earlier understanding among the University of St. Michael's College, the Provost, and the Dean of Arts and Science in 2001 was to strengthen both the academic and the community outreach programs within the Department of Italian Studies. Specifically the intent is to restore 43 Queen's Park Crescent East, both the building and site, to accommodate elements of the academic and administrative functions of the Department of Italian Studies, establish the outreach program referred to as the *Casa Italiana* and to consolidate the activities of the Frank Iacobucci Centre.

In addition, the plan is to also continue to accommodate some of the activities of the Multicultural History Society of Ontario at 43 Queen's Park Crescent East. The precise needs of the Multicultural History Society of Ontario will be redefined with the expectation that some space can be found within 43 Queen's Park Crescent to accommodate elements of this activity.

PROPOSED COMMITTEE MEMBERSHIP:

Elizabeth Sisam	Director of Campus and Facilities Planning (Co-Chair)
Domenico Pietropaolo	Chair, Department of Italian Studies (Co-Chair)
Richard Alway	President & Vice-Chancellor, University of St. Michael's College/ alternate Mark McGowan, Principal, University of St. Michael's College
Ron Venter	Vice-Provost, Space & Facilities Planning (ex-officio)
Peter Venton	Bursar, University of St. Michael's College
Olga Pugliese	Professor, Department of Italian Studies
Monica Contreras	Assistant Dean, Director of Planning & Information Technology, Faculty of Arts & Science
Ron Swail,	Assistant Vice-President, Facilities and Services
Julian Binks	Capital Projects
TBA	Graduate Student
TBA	Undergraduate Student

TERMS OF REFERENCE:

1. Make recommendations and provide a detailed space program for the units to be located at 43 Queen's Park Crescent East; the proposed occupants include the activities of the Department of Italian Studies, the Casa Italiana, the Frank Iacobucci Centre and the Multicultural History Society of Ontario.
2. Demonstrate that the proposed space requirements for all academic programs are consistent with the space standards of the Council of Ontario Universities and the University of Toronto.
3. Provide a functional plan/layout illustrating the proposed space plan and make recommendations regarding the extent of the space that will be available to house selected activities of the Multicultural History Society of Ontario.
4. Identify all deferred maintenance issues as well as regular maintenance that should be addressed concurrently with this renovation.
5. Identify all communications requirements, equipment and furnishings.
6. Identify all security and personal safety requirements and their related costs.
7. Identify all space vacated by the groups to be relocated and make recommendations with respect to the usage of any space that is vacated.
8. Provide an estimate of total project cost, including construction, data and communications.
9. Recommend a planned schedule for the completion of the project, taking into consideration the temporary relocation needs of the Multicultural History Society of Ontario during the renovation.
10. Include an estimate of the projected increase to the annual operating cost for the University of Toronto and the University of St. Michael's College.
11. Clarify all future lease arrangements and the duration of these lease agreements at 43 Queen's Park Crescent East.
12. Identify all sources of funding for the project.
13. Report by May, 2005.