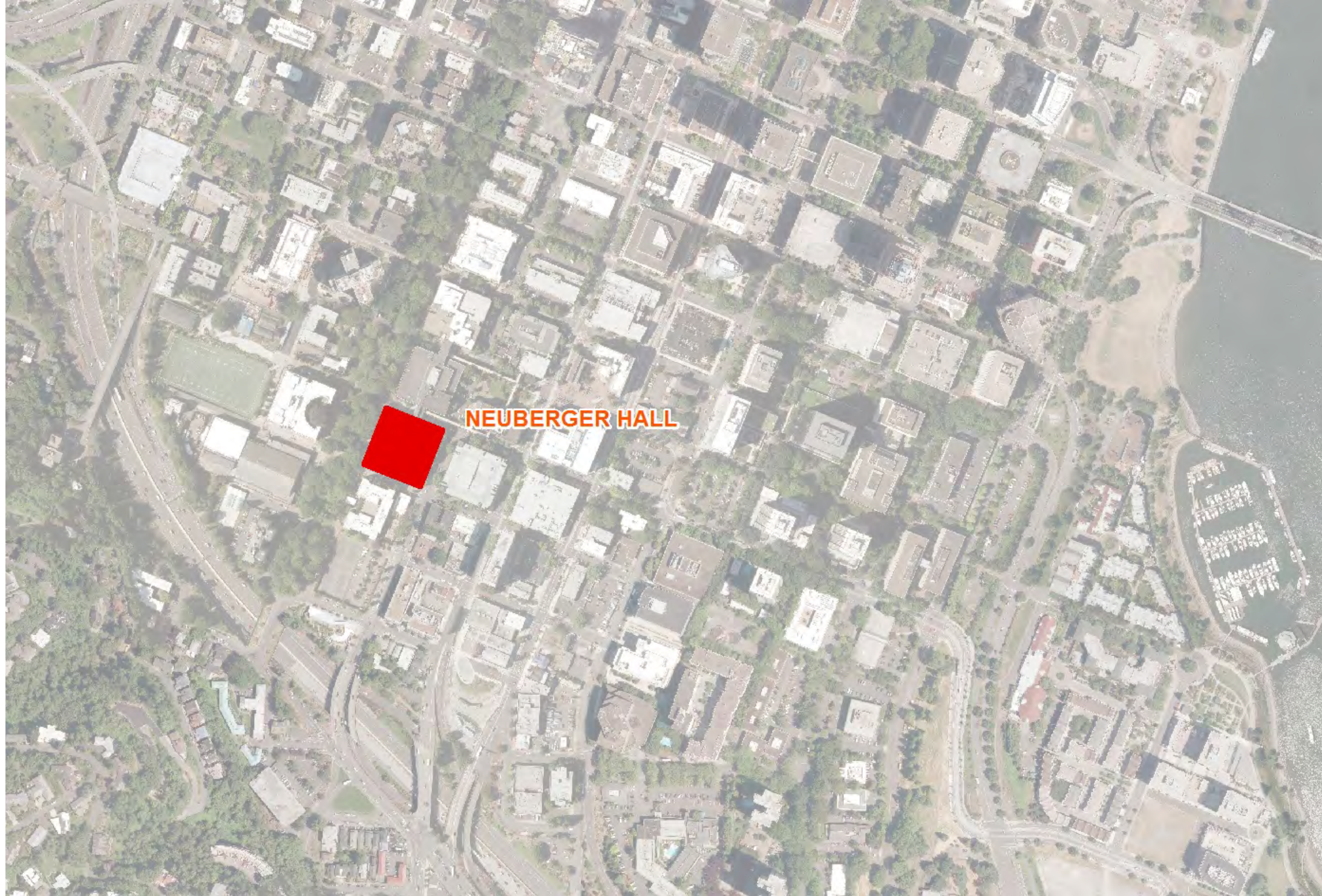# NEUBERGER HALL PROGRAMMING
FINAL REPORT

Prepared by the Campus Planning Office, Portland State University

February 2016

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NEUBERGER HALL

Executive Summary

Named after Oregon Senator Richard Neuberger, Portland State University (PSU) Neuberger Hall is the center for most student services and one of the most heavily used general pool classroom buildings on campus. Currently, the 227,234 sf building is home to eight academic departments within the College of Liberal Arts & Sciences (CLAS), the School of Art+Design, 36 general pool classrooms, multiple labs and several student services departments.

Neuberger Hall was built in two phases. The original phase along the Park Blocks was completed in October 1961, and the portion along Broadway was completed in July 1969. Today, Neuberger Hall faces numerous and widespread deficiencies and deferred maintenance. In June 2015 the Legislature approved a $70 million renovation of Neuberger Hall. This significant renovation provides an opportunity to reimagine Neuberger Hall and its function on campus. The first step in determining the future of Neuberger Hall is through building programming.

This report is the result of a year-long programming effort that began in January with the formation of the Programming Committee and a goal-setting session, and then featured subsequent workshops, interviews, and analysis throughout the rest of 2015. This report documents the existing conditions, programming and alternatives development, and the opportunities and challenges for each of the four alternatives.

The four alternatives are as follows:

- Option 1 – Consolidated CLAS departments
- Option 2 – Consolidated School of Art+Design
- Option 3 – Status Quo (maintains current units in Neuberger)
- Option 4 – Student Success Focus.

The four alternatives were presented to University leadership and the Programming Committee for review. At this point, PSU has determined that a modified version of Option 3 – Status Quo is preferred since there is no good alternative solution for moving Art+Design out of the building. It is important to note that the Status Quo option is predicated on few structural changes to the building.

The problem for the design team to solve is how to renovate Neuberger Hall in a manner that meets University's goals, provides the same amount or more net assignable square footage, while providing the School of Art+Design space that can easily be adapted to other academic uses when the school is relocated.

The next phase of the project will involve forming a building advisory committee and issuing the design RFP.

Neuberge Hall NW Corner

1.0 Introduction

Committee Charge and Purpose

The Neuberger Programming Committee (hereafter "the Committee") was formed in January 2015. It was comprised of key stakeholders and major users in Neuberger Hall. The charge of the Committee was to work through the programming for the building and create options for consideration by senior administration. In particular, the Committee offered the strategic guidance in developing project goals and programming alternatives and providing feedback. Members of this committee may continue to be involved during the Schematic Design and Design Development Phases of the project.

Committee members:

- Harry Anastasiou – Conflict Resolution
- Cindy Baccar – Registration and Records
- Pat Boas – Art+Design
- Robert Bucker – COTA
- Shannon Carr – Admissions
- Paul Collins – English
- Marek Elzanowski - Math
- Margaret Everett – Graduate Studies
- Christina Gildersleeve-Neumann – Speech and Hearing Sciences
- Chuck Lanham – OIT
- Karen Marrongelle – CLAS
- Amanda Nguyen – Student Financial Services
- Jennifer Perlmutter – World Languages
- Tom Seppalainen – Philosophy

Staff Members:

- Jason Franklin – Campus Planning Office
- Ernest Tipton – Campus Planning Office
- Baofeng Dong – Campus Planning Office

Project Background

Neuberger Hall is a five story structure located on Broadway between Harrison and Hall Street on the South Park Blocks of the Portland State University campus. It is the building just south of Smith Memorial Student Union and north of Shattuck Hall.

Named after Oregon Senator Richard Neuberger, Portland State University (PSU) Neuberger Hall is the center for most student services and one of the most heavily used general pool classroom buildings on campus. Currently, the 227,234 sf building is home to eight academic departments within the College of Liberal Arts & Sciences (CLAS), the School of Art+Design, 36 general pool classrooms, multiple labs and several student services departments.

Neuberger Hall was built in two phases. The original phase along the park blocks was completed in October 1961, and the portion along Broadway was completed in July 1969. Today, Neuberger Hall faces numerous and widespread deficiencies and deferred maintenance, and requires seismic and systems upgrades. The building's deficiencies include but are not limited to the presence of asbestos and other hazardous building materials, a leaking roof, a deteriorating plumbing system, poor ventilation and air circulation, an aging HVAC system, lack of ADA accessibility in the mezzanine levels, and overloaded elevators. In addition, several departments are spread out through multiple floors, and the spatial layout and utilization is not ideal.

In June 2015 the Legislature approved a $70 million renovation of Neuberger Hall. This significant renovation provides an opportunity to reimagine Neuberger Hall and its function on campus. The first step in determining the future of Neuberger Hall is through building programming. This report documents the existing conditions, programming and alternatives development, and the opportunities and challenges for each of the four alternatives.

Figure 1 Neuberger Hall Aerial View

Figure 2 Programming Committee

1.0 Introduction

Programming Process

The Neuberger Hall programming process is comprised of two major parts: committee meetings and department and stakeholder interviews. During each meeting, the committee reviewed, discussed and gave feedback on project goals and various programming alternatives. Under the guidance of the committee, the Campus Planning Office (CPO) led the efforts to interview departments and stakeholders, organize workshops, develop alternatives, conduct internal analysis, and generate preferred alternatives.

Committee Meetings

Since early February 2015, the committee met 9 times. The dates and themes for each meeting were:

Date	Theme
02/02/2015	Kickoff meeting
03/09/2015	Project Goals and GIS Model Review
04/13/2015	Review Building Unit Data and Department Interview Results
06/08/2015	Review Program Concepts
07/13/2015	Programming Workshop
08/10/2015	Design Options Review
09/14/2015	Alternatives Pros and Cons
10/12/2015	Framework Statements and Survey Summary
11/09/2015	Draft Alternatives Analysis Presentation and Discussion

Department Interviews

The Campus Planning Office conducted 21 interviews with the current major users of Neuberger Hall as well as other potential occupants for the building over a two-month period. All interviews followed a set of questions. Different questions were emphasized to better capture the needs of academic, research and student services departments. The goal of the interviews was to learn more about space use in Neuberger, what works and what does not. In addition, the needs and wants of the departments interviewed were recorded and summarized, and have become the basis for programming requirements.

The departments and stakeholders interviewed include:

- Admissions
- Financial Aid
- Student Financial Services
- Office of the Registrar
- Speech and Hearing Sciences
- Art+Design
- CLAS
- COTA
- Conflict Resolution
- COTA Digital Facilities
- English
- Ooligan Press
- Math
- Philosophy
- Psychology
- Sociology
- World Languages
- Theater and Film
- OAA
- OIT
- STEM Institute

Project Principles

The project principles are synthesized from the project goals and capture the essence of the project goals. The project goals are the detailed actions that implement the principles.
The project principle are:

- Create the right mix of users in Neuberger to generate synergy

- Emphasize Neuberger as a central hub of campus activity

- Create a welcoming environment for students, faculty and staff

- Address all deferred maintenance

- Centralize offices and departments

- Create flexible and adaptable spaces for departments and students

- Improve building efficiency and sustainability

Preliminary Renovation Process and Timeline

Project Task	Timeline
Programming and report creation	02/2015 – 02/2016
Project building committee formed to guide the design team	03/2015 – 04/2015
Design team hired and programming and conceptual design	04/2016 – 11/2016
Preferred building concept selected and detailed building design begins	10/2016 – 02/2017
Construction work begins with phased relocation of building occupants	06/2017
Construction work	06/2017 – 08/2018
Project complete	09/2018

Figure 3 Programming Workshop Exercise

2.0 Existing Conditions

Site Context

Portland State University is an urban research university located in the southern portion of downtown Portland (Figure 1). It is the primary provider of higher education in the Portland metropolitan region. The university has a headcount enrollment of approximately 28,000 students. The typical PSU student is 26 years old, lives off campus within 15 miles and works at least part-time. Sixty-five percent of PSU's students transfer to PSU from other institutions and 20% are graduate students. PSU began as a liberal arts college and today nearly 50% of credit hours taken at the university are in liberal arts courses. A 2015 survey revealed that PSU students prefer in person courses, though interest in hybrid courses is rising. To meet the needs of its students and efficiently use resources classes are scheduled Monday- Saturday 7:00am - 10:00pm.

The campus is regionally accessible by mass-transit and freeway systems and easily accessed by local streetcar, bicycle and pedestrian ways. Approximately 43% of commuting students arrive by mass-transit and 32% bicycle or walk to the campus. The I-405 freeway forms the southwest edge of the campus.

The Urban Plaza is the primary transit hub serving the campus and south downtown. It is located approximately two blocks northeast of Neuberger Hall and includes the busiest light rail stop in the system. The Montgomery Green Street corridor is envisioned to become the primary pedestrian oriented street connecting the campus east to west.

Broadway is a south-bound primary automobile arterial connecting the downtown to the campus (Figure 2). It also serves as a bicycle route and a high volume pedestrian corridor. It marks the transition edge between the more urban campus to the east and the more traditional campus to the west. Broadway is envisioned to become a vibrant and active multi-modal main street.

The bulk of campus parking is provided by four parking garages. The highest demand campus parking garage is located on Broadway directly across from Neuberger Hall. The five story parking structure contains 912 spaces that range from 15 minute drop-off to all day permit parking. The parking structure provides academic and event parking seven days a week.

The Park Blocks, owned by the city of Portland, is a primary pedestrian greenway through the downtown and the campus. Automobiles are restricted in the campus portion of the Park Blocks. The Park Blocks act as a traditional campus green for planned events and passive use by the local community and students. The city leases food carts in the Park Blocks that serve local residents, students, and visitors. Events held in the Park Blocks adjacent to Neuberger Hall include the seasonal Portland Farmers Market, Party in the Park, band performances, art exhibits, and other campus oriented activities.

Neuberger Hall is surrounded by key campus buildings (Figure 3). The campus library is located directly west and across the Park Blocks from Neuberger Hall. Southwest of Neuberger Hall a 3,000 seat arena, the Viking Pavilion, is scheduled to open in 2018. The Smith Memorial Student Union is directly North of Neuberger Hall and proposed to be renovated in the near future. Neuberger Hall is perceived as a fabric building in the campus hierarchy.

The five buildings along the west side of Broadway, which includes Neuberger Hall, are the historic academic core of the campus. Lincoln Hall at the north end and Shattuck Hall at the south end are early 1900's buildings originally oriented toward the Park Blocks for carriage and later automobile arrival. Both have been renovated in recent years, and reorienting building entries toward Broadway have been emphasized.

Neuberger Hall is connected to the north academic buildings and the parking garages to the east by a system of pedestrian tunnels and elevated walkways. The system is an integral part of the campus circulation network. It provides maintenance and ADA access to PSU buildings, as well as secondary public access and circulation. Neuberger Hall can be accessed from the north by a pedestrian tunnel in the basement, elevated walkway on the second floor and sky bridge on the third floor.

Neuberger Hall entrances are located on the north, east and south sides of the building. The north entry serves as the primary building entry and provides ADA access to the building elevators. The south entry provides ADA access to the ground floor services. The current doors facing Broadway provide secondary public building entry and are not ADA accessible
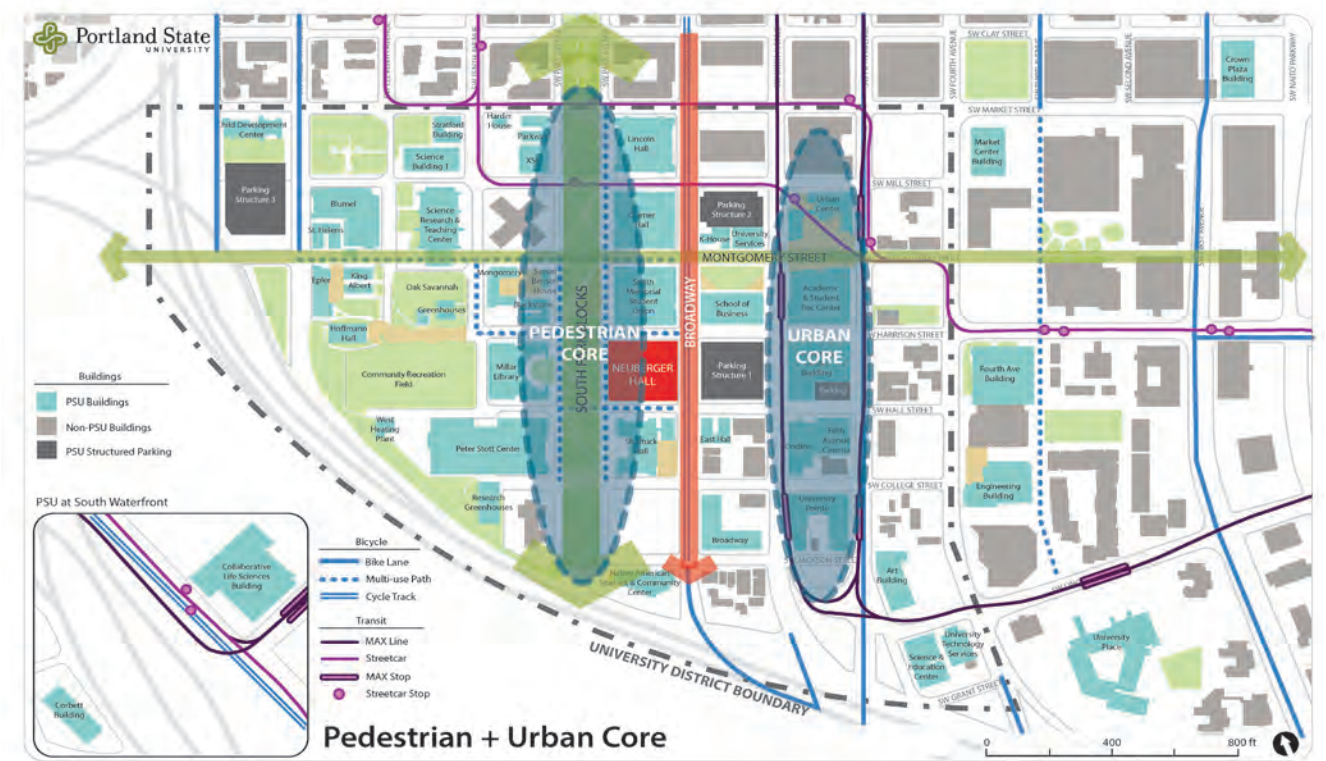

Figure 1 Vicinity Map

Figure 2 Urban Core & Context

2.0 Existing Conditions

Code Overview

Neuberger Hall was constructed in two phases. The west half was constructed in 1961 and the east half was constructed in 1969. Known as South Park Hall, the building served as the first purpose-built student entry center of Portland College, later elevated to Portland State University. The building phases represent two architectural periods and is listed as eligible and contributing in the State Historic Preservation Office (SHPO) inventory.

The art work Oregon Country, by Thomas Harding is installed along the west facade of the building (Figure 5). The 6 foot by 120 foot bronze relief sculpture was commissioned under the State of Oregon One Percent for Art program and completed in 1962. The sculpture depicts the landscape of Oregon from east to west. It is attached to the building facade in sections and will require reinstallation, or Oregon Art Commission approval to be relocated or decommissioned. Renovation of the building will require 1% of the construction budget be allocated for new art commissioned under the state art program process.

The site is located in the City of Portland's Central City Plan District. It is 200'x200' and is subject to the land use development standards of the Central City Plan District and the University District. Significant changes to the building exterior require City of Portland Design Commission approval and conformance with the Downtown Design Guidelines.

The site is zoned for high density commercial development with a design review overlay (Cxd) (Figure 6). Academic and commercial are permitted PSU uses in Cxd zones of the University District and do not require conditional use review. Buildings in Cxd zones of the Central City Plan District are required to be built to the lot line along at least 75% of each frontage. The existing building is built to the property line on all frontages. The maximum building height allowed, without bonuses, by the land-use and zoning code is 100'. But, this limit may be reduced by the building code based on the building's construction type. The developable building floor area to site area ratio, without bonuses, is 6:1, allowing a maximum 240,000 square feet of building area on the site (excluding below grade basements). This supersedes the area allowed by the building code.

The city of Portland prefers full density development in the Central City Plan District. The current building area, excluding the basement, is 186,071 square feet. At least 50% of the facade within 9' of the grade plane must be windows, public art or built in window displays. Active ground floor uses are preferred along the Broadway frontage (Figure 7). The purpose is to reinforce a vibrant and active pedestrian streetscape. Active uses should be public activity oriented and could include uses such as retail, academic common areas, art production & display, or office gathering spaces.

The applicable building code is the most current edition of the Oregon Specialty Code. The building occupancy group is "B", education above the 12th grade, with several A-3 lecture halls. The construction type is II-A. The building is non-combustible, 1-hour fire protected, but not fully fire sprinkled. The intention is for the renovated building to be construction Type I-A fully spinkled.

Figure 3 Campus Anchors and Main Pedestrian Routes

Figure 4 Neuberger Hall Perspective - From Northeast

Building Code Summary
Allowable stories above grade plane: 5
Allowable height above grade plane: 65 feet
(add 20' if fully sprinkled)
Allowable Area per story: 1.75 x 37,500 =
65,625sf (Incl. yard bonus)
Allowable building area: 5 x 65,625 =
328,125sf (Excluding Mezzanines)

Existing building
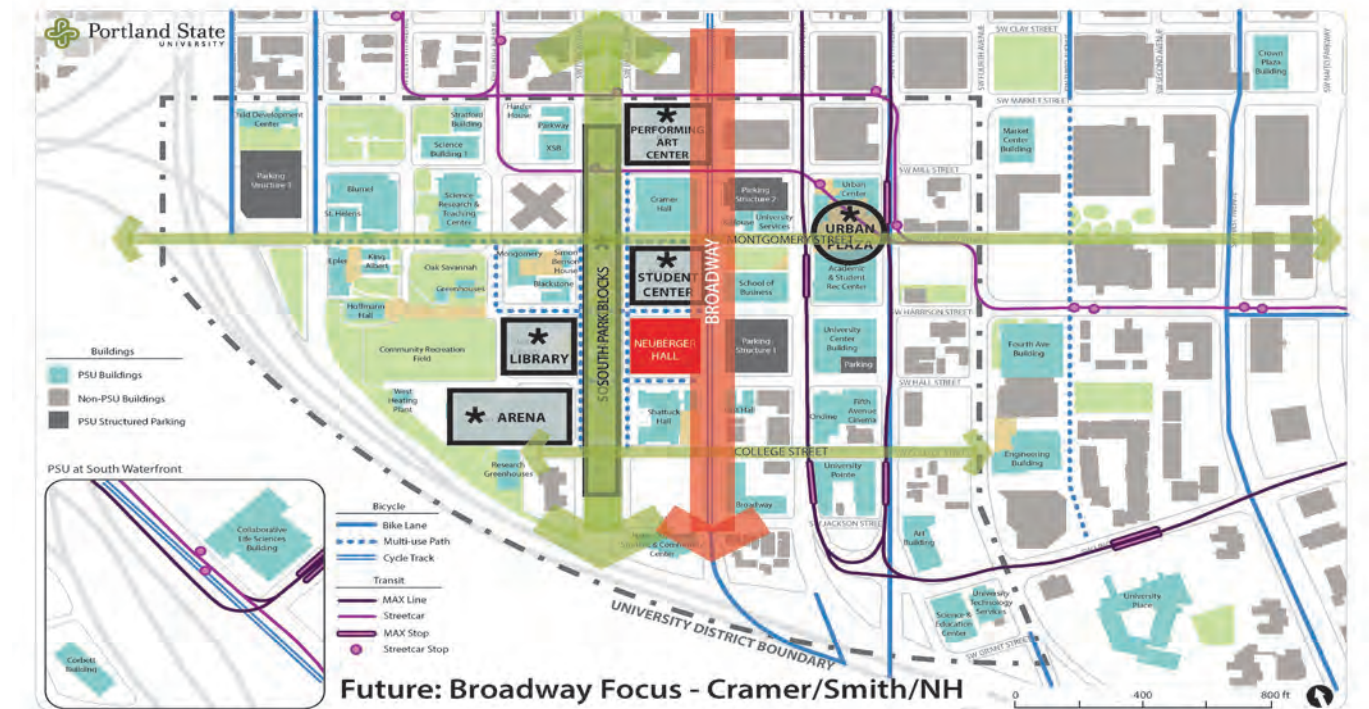
5 stories above the grade plane, plus basement and 3 mezzanine levels
Building height above grade plane: 78 feet - 6 inches (Excludes elev. penthouse)

Building area (gsf) per story:

Basement	:	41,163
First Story	:	39,756
Second Story	:	39,411
Third Story	:	39,734
Fourth Story	:	33,943
Fifth Story	:	12,567
Subtotal	:	165,411
2nd Story Mez.	:	7,589
3rd Story Mez.	:	6,317
4th Story Mez.	:	6,419
Subtotal	:	61,823
Total Building Area	:	227,234

Under the current code, numerous accessibility and exiting deficiencies exist throughout the building. The building code maximum stair rise is 7 inches and the minimum tread run is 11". The two west stairs have a rise of 7 ½" and tread run of 10" (Figure 9). The two east stairs and mezzanine stairs have a 6 ¾" rise and a 10" tread run (Figure 10). The guardrails and handrails are lower than allowed by code and the handrails on the east side of the building exceed the allowable cross-sectional area. The fifth floor has an occupant load exceeding 29, including a theater and film instruction space, thus requiring two code compliant exit stairs. The elevator vestibules and third floor atrium lack compliant fire/smoke separation from the horizontal exit systems. A dead end corridor exceeding 50 feet in length exists in the east side of the basement. Classrooms on the second floor with occupant loads over 50 lack a second means of egress.

The ground floor does not provide a continuous accessible route through the building. There are seven public entries into the building, including the basement pedestrian tunnel, second floor elevated walkway and the third floor sky bridge. Two ground level entries, the second floor elevated walkway and the third floor sky bridge are ADA accessible. Therefore, a minimum of 60% of the building entries currently provided are not accessible. There is no accessible route connecting all stories and the mezzanine levels. There is no ADA access to the control room of the fifth floor film instruction classroom. Tiered assembly rooms in the basement and on the fourth floor do not provide adequate ADA seating or assisted listening systems. Each type of transaction service in the ground floor student entry lobby is required to have an accessible queuing line and one or more accessible service counters. All portions of the building should be reviewed for ADA compliance and construction will be to PSU's accessibility standards.
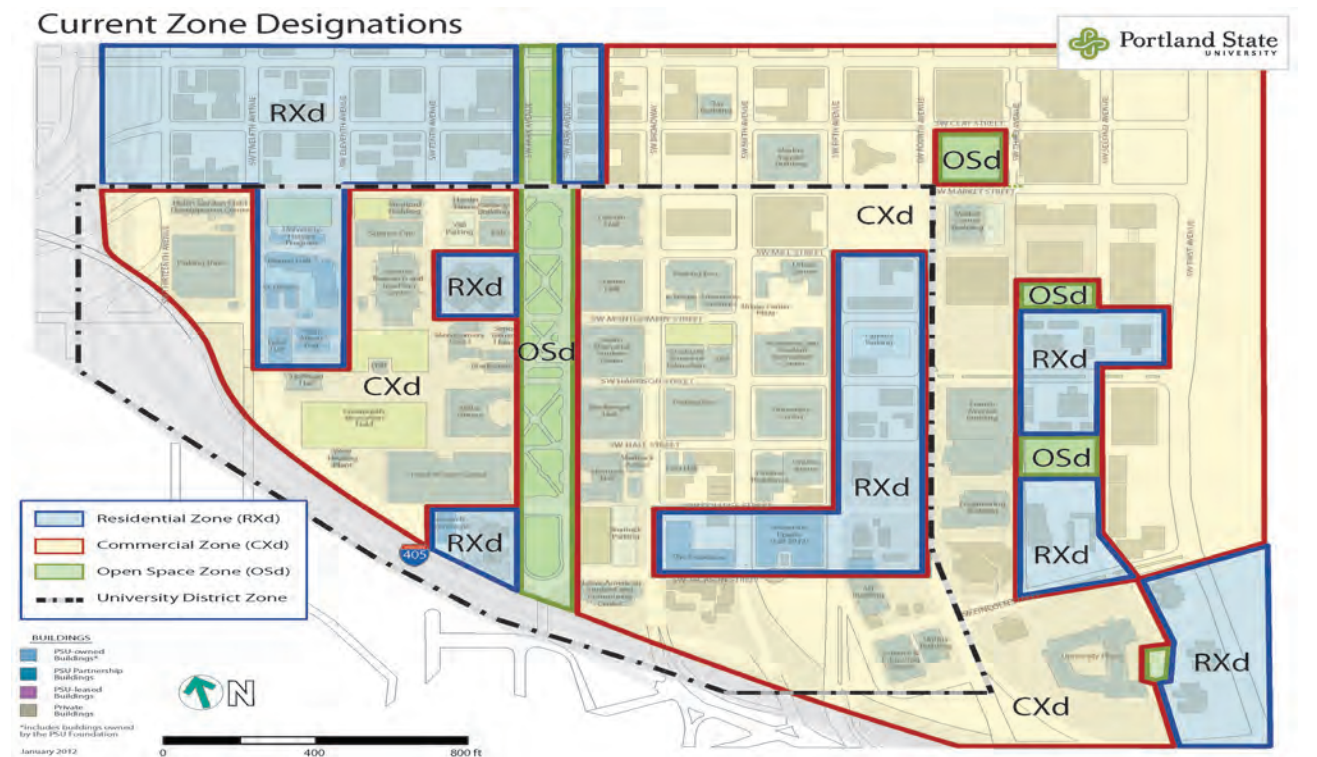

Figure 5 Oregon Country, by Thomas Harding 1962

Figure 6 Zoning Map

Figure 7 Existing Broadway Ground Floor Facade
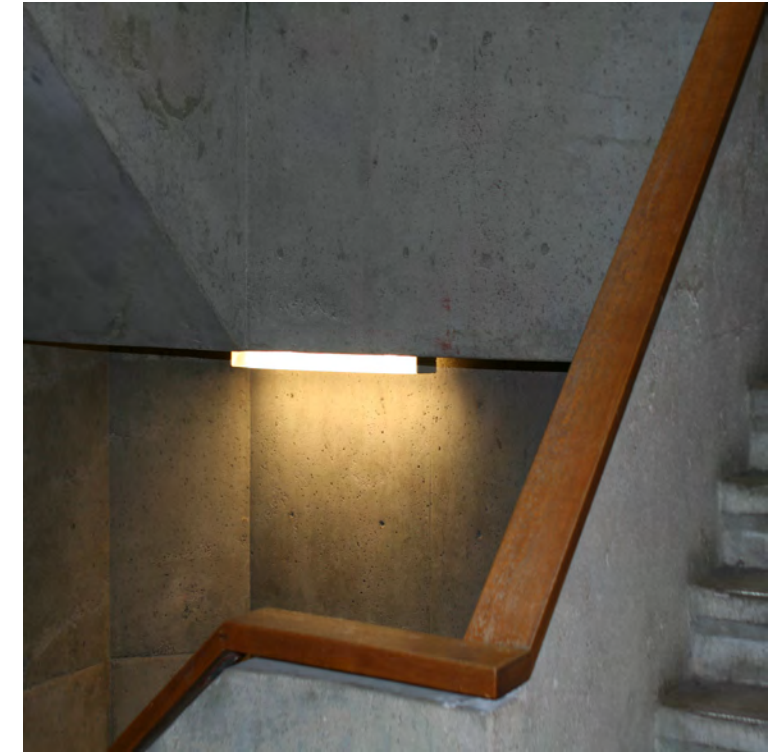

Figure 9 West Stairwells

Figure 10 East Stairwells

Figure 8 North Building Entries

Figure 11 Ground Floor Elevator Lobby

2.0 Existing Conditions

Building Conditions

The west half of Neuberger Hall was constructed under the 1958 edition of the building code. The structural system is moment resisting steel frame with light-weight concrete on composite decking. The east half of the building was constructed under the 1967 edition of the building code and is cast-in-place concrete over structural steel columns and beams, with cast-in-place concrete shear walls and floor slabs. The two halves of the building are connected by floor slab dowels along the join line (Figure 12).

The west half of the building (phase I) is four stories, plus a basement and partial fifth story. The second floor includes accessory mezzanine balconies that are not ADA accessible, not laterally supported or fire protected, and may be removed. The fifth floor includes the Theater and Film instructional classroom and the air handling systems that serve the entire building.

The east half of the building (phase II) is four stories, plus a basement and mechanical penthouses. The campus steam plant utility tunnel serving the building runs under the basement. Air handling equipment and the building backup generator are located in the penthouses on the north and south sides. A leased cell site is also mounted on the roof. The phase II building includes a central atrium from the third floor to the roof. The second floor beneath the atrium includes a mezzanine level. The floor elevations on the west side of the atrium align with the first phase, while the east side includes mezzanine levels at the third and fourth floor that do not align with the west side floor. No lateral system is currently provided along the atrium side of the mezzanines. Roof top parapets are not braced. A FEMA seismic evaluation was completed in 1997. A full seismic evaluation has not been performed.

The west side steel frame is fire protected with a mix of gypsum wrap and sprayed on asbestos fire proofing. The entire building is known to contain asbestos materials throughout, including but not limited to floor tiles, acoustic ceiling tiles and various pipes and fittings (Figure 13). An asbestos observation reconnaissance study was completed in 2008. A copy of the report is available upon request.

The building has undergone numerous renovations, but it suffers from poor space planning and significant deferred maintenance. Many of the original spaces have been subdivided and have changed functions multiple times, rendering areas unused or suitable only for storage in their present state.

Roofs

The roofs, exclusive of the elevator penthouse were replaced in 1986. They are EPDM (Ethylene Propylene Diene Monomer) rubber membrane systems with rock ballast (Figure 14). The west roofing is installed on minimal cellulous insulation with no slope to drains. Overflow drains were added on the west side main roof when the roofing was replaced. The penthouse roofs sheet flow to edge gutters and downspouts onto the main roofs. The roofs have leaked over the years. In 2009, the east roof was repaired to reduce leaking. All of the roofs are past their anticipated life . The flashing and coping are generally in good condition, but should be replaced when the roofs are replaced. The roof top parapets are 36 inches high. The penthouse roofs are more than 10 feet above the lower roof and have no parapets. Neither roof surfaces are provided with fall protection systems. The atrium skylight was refurbished in 2005. The skylight frame has since rusted, panes are cracked, sealant has begun to deteriorate and leaking is evident.
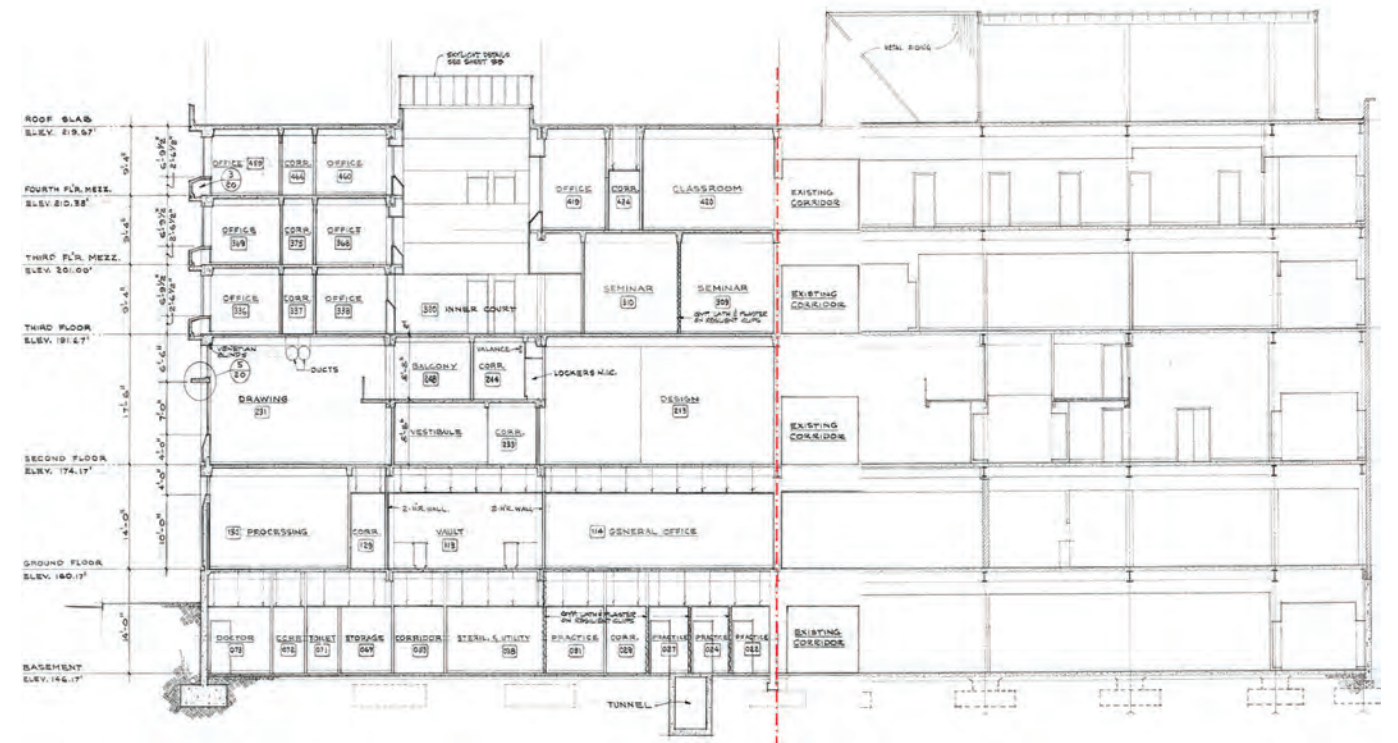

Figure 12 Building Section Looking South

Figure 13 Asbestos Pipe Insulation Throughout

2.0 Existing Conditions

Window Systems

The widow walls of the phase I building are original. They are exterior aluminum stick frame tabbed to the steel building structure. The phase I building windows are all ¼ inch thick single pane and are a combination of fixed, pivot and hopper types. Spandrel panels are insulated bronze anodized aluminum. The widows in the phase II building are original single and double pane glass set in precast concrete panels and floor slab reveals. The windows are fixed with a mix of upper and lower hoppers. The second floor windows are tempered ¼ inch thick uninsulated glass, and the windows on the remaining floors are 1 inch thick insulating units. No leaks were observed, but the systems are past their life expectancy with deteriorated and missing hardware, sealants and gaskets.

Door Systems & Access Controls

The exterior door systems are original aluminum frame. Automatic door openers are provided on at the north and south entrances for accessibility. Proximity detector access control is provided on the north side primary entrance. Exterior maintenance doors exist at the second, third and fourth floors on the north and south side of the building. These doors previously provided access to roof ladders that did not meet current code requirements. The south ladder that has since been removed. The operable doors have no exterior landing, guardrails or fall protection (Figure 15).

Wall Systems

The exterior wall systems of the phase I building include original aluminum panels set in the window systems, brick masonry and travertine. The metal panels and masonry are in good condition. The masonry walls are uninsulated and have an unvented 1 ¼ inch wall cavity. Numerous travertine panels are cracked and broken needing repair or replacement (Figure 16). The exterior wall systems of the phase II building include original prefabricated concrete shell panels, brick masonry and exposed structural concrete members. The brick masonry and pre-cast concrete elements are in good condition. The pre-cast concrete panels have 2 inches of rigid insulation (Figure 17). The masonry wall section of the phase II building is the same as phase I building. The caulking and sealants at the prefabricated concrete joints are deteriorating. Minor cracking and spalling was observed in the exposed structural concrete elements.

Interior Finishes

Neuberger Hall is one the most intensely used buildings on campus. Various localized areas of the building's interior have been renovated over the years including the admissions lobby, corridors, restrooms, classrooms and offices. All of the interior finishes do not meet the fire and flame spread resistance requirements for construction type I-A. The renovations have generally been one-hour rated gypsum construction. The restrooms throughout the building were refurbished and brought into ADA compliance in 2009. Other interior areas have seen minimal refurbishing or upgrades. The ceilings of the second floor studios are exposed metal floor decking partially protected with spray-on asbestos. The east half of the basement remains as originally designed for student health services and the west half of the basement has remained occupied by the Speech and Hearing department with little refurbishing since 1961.

Fire Alarm & Suppression

The basement fire sprinkler system is original. The system for the phase I building was installed in 1961. In 1969, a 4 inch main and sprinkler system was extened from the mechanical room on the west side of the building to cover the phase II building basement. The fire system was upgraded in 2009. New pumps and risers were installed to all floors on both sides of the building. Fire sprinklers were installed in corridors on all floors, but were not extended into individual rooms. A new fire alarm main panel was installed and the fire/smoke sensors and alarm systems were upgraded on all floors. The fire pulls throughout the building are original and are not ADA accessible. Numerous penetrations have been made in floors for fire system, power and telecommunication retrofits that are not fire caulked.

Figure 14 Neuberger Hall Roof From Southeast

Figure 15 South Maintenance Doors Without Fall Protection

2.0 Existing Conditions

Emergency and Backup Power

A 180kW diesel generator was installed in the southeast penthouse in 1998 and upgraded in 2009. The generator output is 208Y/120V, 3-phase, 4-wire. Fuel is fed from the basement. The system is in good condition, but the distribution equipment has been modified since installation. The system originally had a single ATS switch that fed the two primary distribution panels in Neuberger Hall, providing emergency power for egress lighting, fire alarms and other life/safety systems. Egress lighting, exit lighting and other generator powered emergency fixtures were installed or upgraded throughout Neuberger Hall in 2009. The system has been expanded and a second ATS switch has been installed for Shattuck Hall. Each switch provides backup power for non-essential and emergency systems for an individual building. Current codes do not permit emergency and non-essential loads to be on the same switch and it should be determined if the Neuberger Hall generator can also serve as the emergency power system for Shattuck Hall.

Elevators

There are two traction passenger elevators on individual call systems. The phase I building includes a 3,000 pound passenger elevator and the phase II building includes a 4,500 pound passenger elevator. An additional hoist shaft was partitioned off adjacent to the phase II building elevator in 1997 and the phase II building elevator car was refurbished. The elevators have separate elevator rooms, with the phase II building elevator room sized to accommodate the addition of a third elevator. The motors, controls, guides and equipment are far beyond their life expectancy. Elevator equipment designs and codes governing elevator installation and operation have changed significantly.

Power Distribution

The building has three 277/480 service feeds from Cramer Hall that enter through a common pull box. The service feeds supply the west side primary panel, the east side primary panel and a spare primary for future expansion. The voltage of the west and east primary panels are each stepped down through separate 1,000 KVA dry-type transformers to 120/208 main distribution panels. The transformers are inadequately sized for the service loads and need to be replaced. No information was available on the grounding systems or the mechanical and plumbing bonds for the two independent systems and should be upgraded with the replacement of the transformers, distribution panels and bus risers. The east and west distribution panels have independent bus risers and there is an empty third bus riser for future expansion. The east and west bus risers are rated 1,200A and 1,000A respectively. The system was modified in 2006 to provide arch flash prevention, but in secondary systems ground fault interruption (GFI) protection is missing in wet locations of various restrooms and kitchens. PSU standards call for all copper cable and wire in rigid conduit.

The secondary systems, including wiring and sub-panels are beyond their anticipated life. Wire insulation is over 50 years old and has become hard and brittle and can present a fire hazard. The wiring is in need of replacement. Conduits are in good condition and new wire can be pulled through them where locations and sizes are appropriate. Existing sub-panel boxes are in good condition and can be reused, but all circuit breakers are past their life and should be replaced.

Switches, receptacles and light fixtures have been replaced in various areas throughout the building, but all should be comprehensively redesigned and replaced as part of a full building renovation. The building lacks power and data raceways to support flexible and adaptable space and furniture planning. Light fixtures use a variety of bulbs and lamps including incandescent, compact fluorescent, and T12 and T8 tubes. All light fixtures should be replaced with modern energy efficient types. Conference rooms, assembly rooms and classrooms currently lack dimmable switching or half-lighting capability. Occupancy and daylight sensors are currently lacking and should be incorporated throughout. General lighting zones are used throughout, which should be supplemented with task lighting for workstations.

Telephone & Data and Audio/Video Systems

The PSU Office of Information Technology provides design standards and specifications for telephone, data and audio/video space planning and equipment. The standards and specifications are available upon request. The building currently lacks the required telecom rooms on each floor. The building is not provided with an internal wireless broadcast antenna. Audio/Video systems are out dated and assistive listening systems are not available.

Plumbing

The domestic water piping is original galvanized steel with considerable corrosion and pumps are antiquated. Drinking fountains have been partially replaced to provide ADA accessible units. The system is at the end of its life span, with reduced water pressure and should be completely replaced. Waste and storm drain piping systems are original and in need of replacement. In 2013, a double tank sewer pumping system was installed to address sewer overflows in the basement.

Natural Gas

A 2" medium pressure natural gas line serves the domestic hot water heater and the jewelry making smelting stations on the second floor. The hot water heater is original and past its life span. The smelting stove was installed in 1962 and is antiquated.

2.0 Existing Conditions

HVAC Systems

The heating system is low-pressure steam supplied from the campus central plant. The system was installed in 1961 to serve the west side of the building and expanded in 1968 to supply heat to the east side. Steam is circulated through coils in the air-handlers located on the west side roof to provide uniform heated air throughout the building. Individual areas are supplemented with induction coil steam radiators.

The air handlers are a constant air volume dual duct configuration that originally mixed constant volume outside air from the rooftop with recirculated air. The heated air handlers are located on the west side roof. Chilled air with independent air handlers were added to the building in 1969. The chilled air handlers are located in the mechanical penthouses on the east half of the building. The building is not equipped with CO2 sensors to control outside air ventilation rates and there is no night-time air purging system. Terminal boxes throughout the building regulate the volume and balance of air to conditioned zones.

The cooling system was added to the building in 1969, as part of the east side expansion. The system uses chilled water from the central cooling loop and a 20Hp pump to circulate water through coils in the cooling air handlers. Chilled water line connections were added to the induction coil radiators. Individual refrigerate based package air conditioning units have been added to supplement the cooling needs of high heat source areas such as computer and telecommunication centers.

Exhaust, fume and heat hoods throughout the building use individual fan systems, controlled by a mix of building controls, light switches, equipment switches and fan switches. The second floor art studios and fabrication labs were originally designed to use a mix of operable windows and individual exhaust fans. Photography developing labs lack sufficient exhaust and make-up air systems and are not provided with hoods

or snorkels. Exhaust fans have been placed in painting studio windows to address fumes. The original exhaust hoods exist over the jewelry smelting stove and the electric kiln.

All the building supply, return and exhaust ducts are original unlined and uninsulated sheet metal. Some areas have been modified to accommodate renovations. Many ducts lack floor penetration fire dampers and dampers that exist do not exercise and testing capability.

Primary HVAC controls are a hybrid mix of pneumatic controls and direct digital controls (DDC). The building is manually controlled to be in heating mode during cold months or cooling mode during hot months. The building lacks a unified automated building system with full DDC.

Using the campus heating and cooling loop supplies, the HVAC systems are in need of complete replacement.

Figure 16 Broken Travertine Wall Panels

Figure 17 Pre-cast Concrete Details First Floor   *Upper Floors*

2.0 Existing Conditions

Existing Space and Conditions

Named after Oregon Senator Richard Neuberger, Neuberger Hall is the center for most student services and one of the most heavily used general pool classroom buildings on campus. Currently, the 237,874 sf building is home to eight academic departments within the College of Liberal Arts & Sciences (CLAS), the School of Art+Design, 36 general pool classrooms, multiple labs and several student services departments. Speech and Hearing Sciences and its clinic, several labs and a few storage rooms are located in the basement. Admissions, Student Financial Services, Financial Aid and Registration & Records are located on the first floor. Art+Design, Conflict Resolution and GP classrooms are located on the second floor. Math, Philosophy and GP classrooms are located on the third floor. World Languages & Literatures, English, Russian Flagship Program, and computer labs are located on the fourth floor. The School of Theater and Film and PSU TV occupy the fifth floor. The second, third, and fourth mezzanine levels are used as department offices.

The following diagrams show the specific locations of departments within the building.

Department Space and FTE

Department	NASF	FTE
ADMISSIONS	7,322	14
FINANCIAL AID	5,727	29
S. FINANCIAL SERV.	6,340	29
OFFICE OF THE REGISTRAR	5,692	28
OIT	7,247	0
CONFLICT RESOLUTION	1,111	9
COMMUNICATION	227	0.2
PHILOSOPHY	2,854	16.9
W. LANG. & LIT.	8,196	80.1
ENGLISH & OOLIGAN PRESS	7,643	64
RUSSIAN FLAGSHIP CENTER	576	2
MATH AND STAT	12,873	58.2
ART & DESIGN	18,608	14.2
THEATER & FILM	1,934	2
GENERALPOOL CLASSROOMS	25,740	0
SPEECH & HEARING	9,360	18.4
CLAS DEAN'S OFFICE	309	0.3
CLAS RESEARCH SUPPORT SERV	1,441	9.5
PORTLAND CTR FOR PUBLIC HUMANITIES	359	2
OTHER STORAGE	854	0
TOTAL	124,413	377

Basement

1st Floor

2nd Floor

2nd Mezzanine

3rd Floor

3rd Mezzanine

4th Floor

5th Floor

Interview Summary

As part of the Neuberger Hall programming process, the Campus Planning Office interviewed 21 departments and stakeholders in Neuberger Hall to learn more about their current space, issues, needs and wants. The interview results inform the programming requirements for Neuberger Hall.

The interview revealed that Neuberger Hall faces a wide range of deficiencies that cause various problems for the departments currently in the building. In addition, specific space needs and issues have been recorded as part of the process. A summary of interview results with each department and stakeholders are included in the Appendix. The summary of issues and needs for each floor of Neuberger Hall is presented here.

Basement
The major department located in the basement is Speech and Hearing Sciences. The department hosts both academic programs and clinics. Access to the basement has been challenging for people with disabilities because elevators sometimes break down and the stairs are difficult to navigate. The basement also lacks natural light. The connection between the basement and the ground floor is insufficient. There are also a number of poorly accessed spaces and storage spaces that are of little use to the department. The basement should be reconfigured to eliminate wasted and hard-to-access spaces, group like functions together, reduce the amount of storage space, and improve the connection between the basement and the ground floor.

First floor
Several student services departments are located on the first floor. These departments share a student services lobby (Figure 19). The co-location of these departments provides convenience for students and helps facilitate a team approach to solving student issues. The interviews highlighted challenges faced by the student services departments. The lobby area is crowded during the start of each term and can be confusing to students. The service windows lack privacy and security, particularly for the student financial services department. Bathrooms, kitchen spaces, offices, and conference rooms are poorly located and organized. The first floor should be renovated to improve the lobby, create private and quiet spaces, address noise issues, and create a range of different sizes of shared conference rooms, kitchens, and break rooms.

Second floor
Art+Design is the major department located on the second floor. The second floor space is the only space on campus purpose built for the art program. The Art+Design program has many special space needs because of its unique curriculum requirements. Interviews revealed that the mezzanines are hard to access and are not ADA compliant. The ultimate function of the second floor has not yet been determined but the renovation should create adaptive space that meets curriculum and teaching needs, and addresses accessibility to the mezzanine level.

Third and fourth floors
Several CLAS departments are located on the third and fourth floors. Many of the department offices are decentralized and spread throughout multiple floors. The challenges posed by the disparate locations include the following: informal collaboration cannot be effectively conducted, students have a hard time finding faculty and advisers, resources cannot be shared effectively, and some faculty and staff feel less connected to their department and other colleagues. Some of the department space is hard to find and navigate. To address these issues, the renovation should consolidate department locations and offices, create spaces that are easy to navigate and are organized intuitively, and create shared spaces for departments.

Mezzanine levels
Currently, Neuberger Hall has three mezzanine levels. None of the mezzanine levels are accessible by wheelchair. The third and fourth mezzanine levels are primarily used as offices for the CLAS departments. These offices are mostly small and do not meet PSU space standards (Figure 18). Also, these offices lack natural light and are not close to their major departments. The renovation needs to provide accessibility to the mezzanine level and redesign the offices to meet PSU space standards.
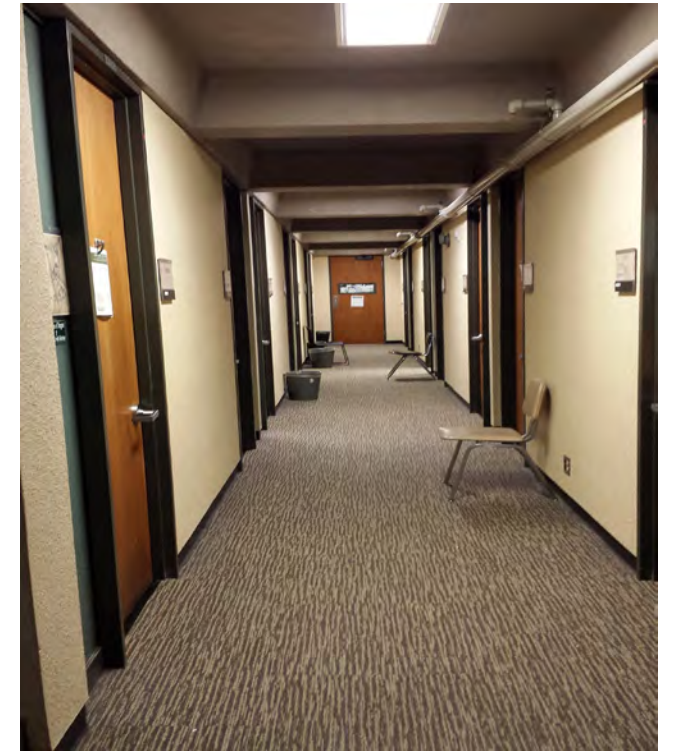

Figure 18 Third Mezzanine

Figure 19 First Floor Lobby

Introduction

Neuberger Hall is a vitally important building on the PSU campus. The building includes eight academic departments, 36 general pool classrooms, four computer labs, registration, financial aid and student financial services to name just a few of the functions within the building. The building is heavily used throughout the year and almost all PSU students spend time in the building at some point in their academic career at PSU.

In June 2015 the Legislature approved a $70 million renovation of Neuberger Hall. This significant renovation is an opportunity to reimagine Neuberger Hall and its function on campus. The first step in determining the future for Neuberger Hall is through building programming. This summary describes four programming options considered for the building.

The four options are:

Option 1 – Consolidated CLAS departments
Option 2 – Consolidated School of Art+Design
Option 3 – Status Quo (maintains current units in Neuberger)
Option 4 – Student Success Focus

The Options were generated through numerous stakeholder interviews, committee meetings and workshops over the past 10 months. The formal programming process began with the formation of the Neuberger Hall Programming Committee in January 2015. The Programming Committee consisted of key building stakeholders representing all departments and major units in the building. Under the guidance of the committee, the Campus Planning Office (CPO) led the efforts to establish project goals and principles, conducted interviews with various departments, collected and analyzed building facts, hosted workshops, presented alternatives and revisions, tested various concepts and generated problem statements. The four Options incorporated and reflected the valuable input from the departments, stakeholders, the committee and University leadership.

The summary of findings includes both quantitative and qualitative aspects of the Options. The findings are presented in the form of opportunities and challenges for each Option. The evaluation of each Option was based on the established project goals, committee feedback, and survey results.

This programming effort will end with the selection of the building occupants, their required space and general locations within the building.

Preliminary Neuberger Hall Renovation Process and Timeline:

Project Task	Timeline
Programming and report creation	02/2015 – 02/2016
Project building committee formed to guide the design team	03/2015 – 04/2015
Design team hired and programming and conceptual design	04/2016 – 11/2016
Preferred building concept selected and detailed building design begins	10/2016 – 02/2017
Construction work begins with phased relocation of building occupants	06/2017
Construction work	06/2017 – 08/2018
Project complete	09/2018

Figure 1 Neuberger Programming Committee Concept Design Workshop

Programming Principles

Create the right mix of users to generate synergy
Create a sense of place and identity
Create a welcoming environment for students, faculty and staff
Address all deferred maintenance
Centralize offices and departments
Create flexible and adaptable spaces for departments and students
Improve building efficiency and sustainability

3.0 Alternatives Analysis

Alternatives Development

The current four alternatives for Neuberger Hall programming under consideration were developed based on the project goals established by the programming committee, the program requirements, the strategic guidance of the committee, stakeholder and University leadership input, various workshops, and analysis by the Campus Planning Office.

Three general assumptions for the building programming are:

1. The total amount of E&G space remains generally the same regardless which programming option is chosen for Neuberger

2. The total number of GP classroom seats remains constant

3. The internal structure and major corridors of the building do not change, but ADA access is provided to all areas

The programming started with the re-imagination of Neuberger Hall both at the university level and the building level. The key questions raised and discussed by the committee were focused on the identity and function of Neuberger Hall both within the university context and inside the building itself. The members of the committee were most interested in how the buildings along Broadway would function together. In response to these questions, the Campus Planning Office prepared maps showing the grouping of functions and adjacencies of different buildings, as well as the potential future developments. CPO also organized workshops to help the committee envision the right mix of users for the building. A few programming themes, including the possibility for an entirely academic building, a student services building, or a building with a mix of academics and student services, were generated from these exercises. Later the Art+Design theme was

added to the mix based on stakeholder and university leadership input.

The themes were later translated and refined into four different schematic designs by the Campus Planning Office, namely consolidated CLAS departments, consolidated School of Art+Design, status quo, and student success focus. The schematic design, received many rounds of revisions based on the committee input. In the end, the four programming options described herein were developed.

These options will continue to evolve with the eventual selection of a preferred option before architectural design work begins in spring 2016.

Estimate of Secondary Costs

The budget for the Neuberger Hall renovation project is $70 million. In addition to funding the renovations to the Neuberger Hall building, the budget must also cover the costs to move occupants, lease and build out temporary space off campus, renovate space on campus for any displaced occupants and renovate space in campus buildings that housed occupants who move into Neuberger.

The Campus Planning Office developed rough estimate of these secondary costs using the following assumptions:

- The renovation will last two years and begin in 2017
- At least one half of the building will remain open at all times
- Lease costs for off campus space are estimated at $32 per square foot annually
- Tenant improvement costs to lease spaced are estimated between $20 and $130 per square foot depending on use
- Renovation of PSU space outside of Neuberger is estimated between $110 and $128 per square foot depending on use

- Moving costs are estimated between $5.25 and $6 per square foot depending on use

Each option has a different secondary cost estimate depending on what units are moved into and out of the building, the amount of space renovated in other PSU buildings, and the amount of space leased off campus.
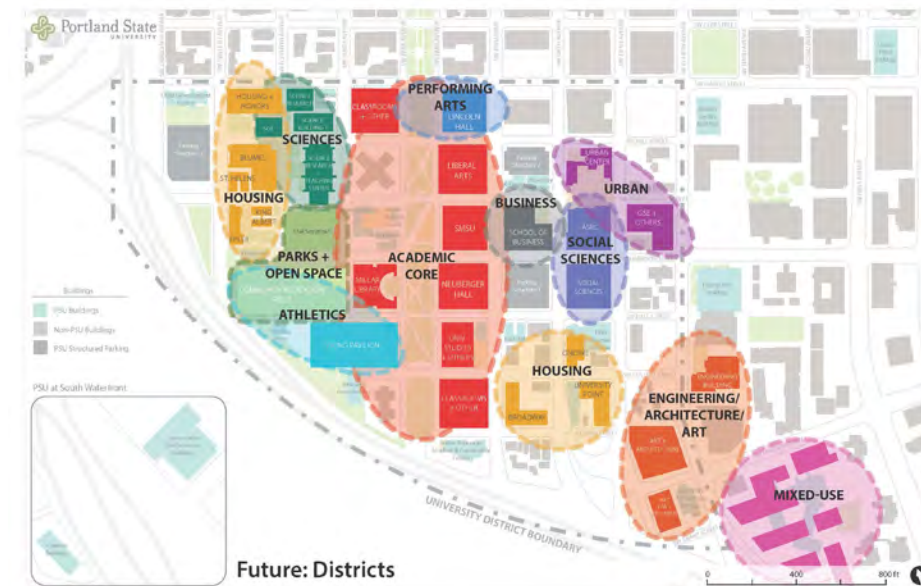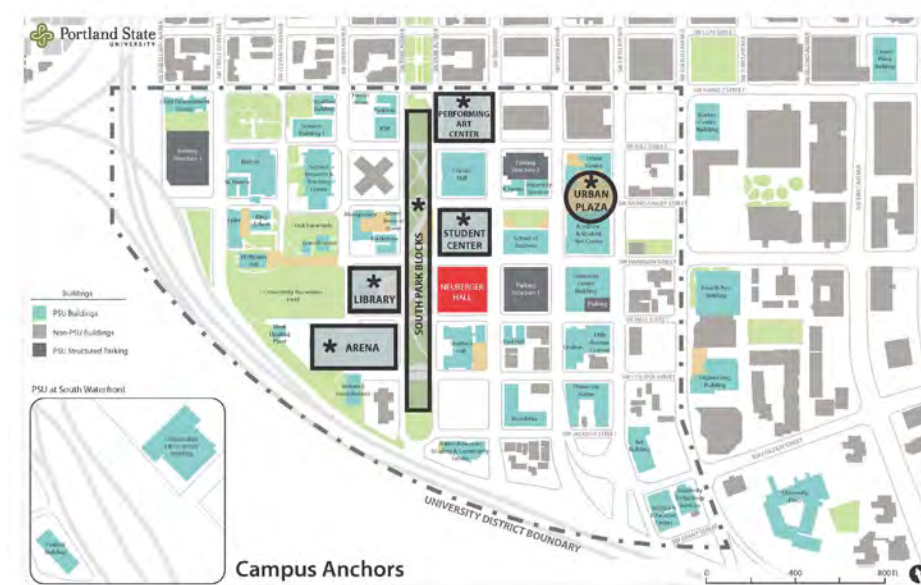

Future: Districts

Figure 2 PSU Campus Future District

Campus Anchors

Figure 3 PSU Campus Anchors

Summary of Findings for Different Options of Neuberger Hall

Option 1: Consolidated CLAS departments

Option one transforms Neuberger Hall into a hub for many of the social science departments within the College of Liberal Arts and Sciences (CLAS). In this Option, Speech & Hearing is moved from the basement to the second floor and would be joined by Psychology and Sociology, requiring Art+Design to move out of the building. Math remains on the third floor, joined by English, Ooligan Press and the Writing Center. World Languages, Philosophy, Conflict Resolution, and the Russian Flagship Center would be located on the fourth floor, joined by two additional CLAS departments yet to be determined.

Opportunities
This Option leverages the synergy between different CLAS departments and locates departments adjacent to each other to promote academic collaboration and innovation. Speech & Hearing works closely with Sociology and Psychology and their location on the second floor would allow for additional cross-disciplinary work. Conflict Resolution and Philosophy, located on the fourth floor, are also close partners with Sociology and Psychology. The major opportunity of Option 1 is to create multiple, multi-disciplinary social science centers within Neuberger.

Challenges
There are a number of challenges associated with Option 1. This Option requires Art+Design to move out of the building and out of the only space on campus that was purpose built for Art+Design. Replacing this space elsewhere on campus until a permanent home for Art+Design can be constructed would be expensive. New metal working, print making, photography, studios and faculty offices would need to be created,

potentially further fracturing a program that is currently spread between four buildings. Furthermore, with no set commitment for a new Art+Design building the program would continue to have significant uncertainties around its future facilities.

Another challenge is finding appropriate uses to backfill approximately 20,000 sf of space vacated by Sociology, Psychology, Communications and Linguistics in Cramer Hall and University Center Building (UCB). Project budget would be required to renovate these spaces into general pool classrooms or other uses. In the case of Cramer Hall moving out two major CLAS departments reduces the CLAS focus of the building and the space is not readily useable for Art+Design. This Option weakens the role of Cramer as a hub for liberal arts.

Finally, Option 1 was not selected as a priority by any of the Programming Committee members. The Committee members generally did not feel that there was a compelling reason to relocate additional CLAS departments into Neuberger. In addition, Committee members recognized the large challenge of relocating Art+Design.

Total estimated improvement costs outside of Neuberger Hall: $13,182,000*

* Includes moves, leases, tenant improvements and renovations

Basement

1st Floor

2nd Floor

2nd Mezzanine

3rd Floor

3rd Mezzanine
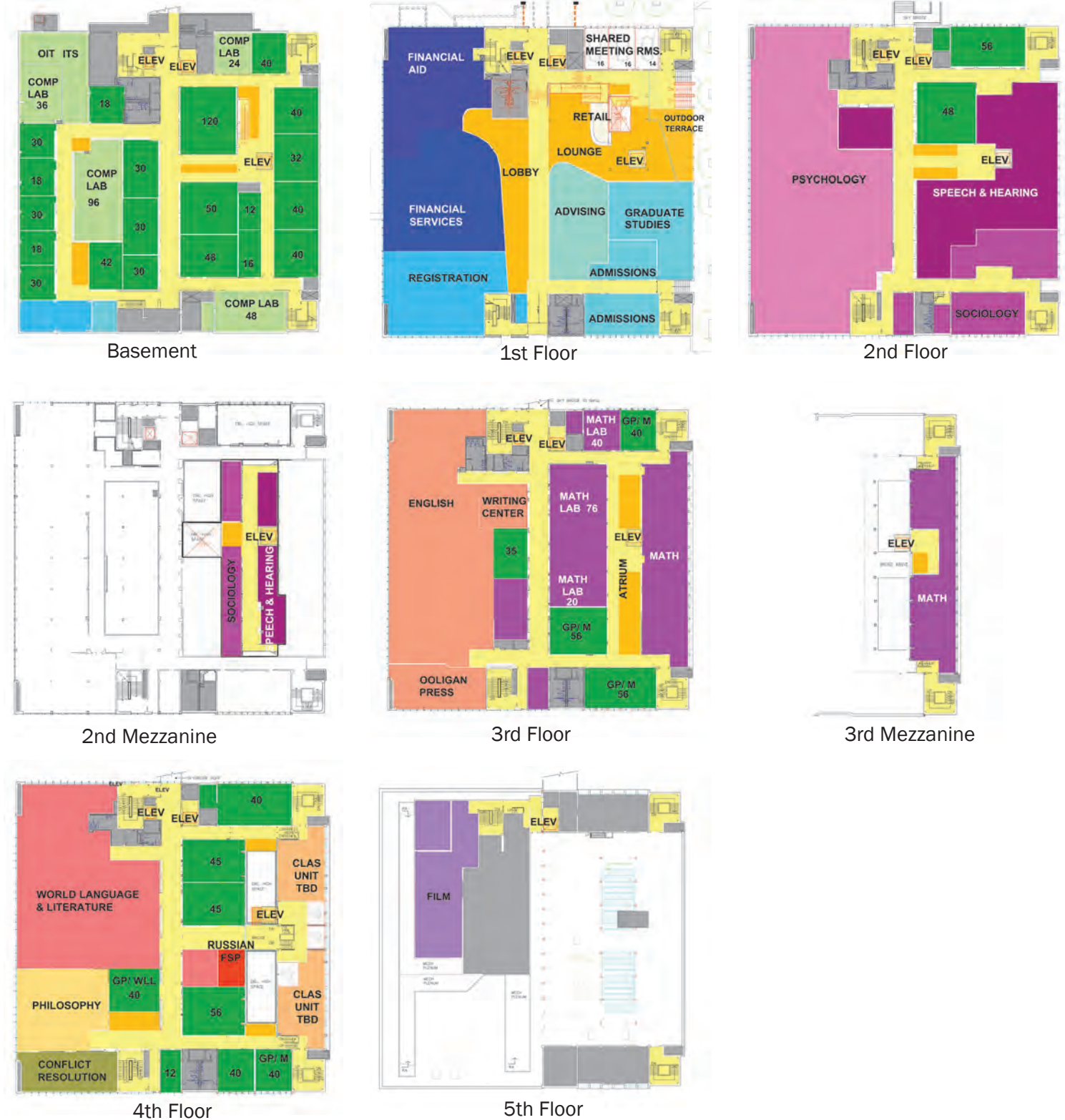
4th Floor

5th Floor

Option 2: Consolidated School of Art and Design

Option 2 creates a building for Art+Design. Under this option, the School of Art+Design programs would occupy most of the second through fifth floors. The first floor would provide student services functions and the basement would be dedicated to general pool classrooms and computer labs. Art+Design would occupy approximately 73,000 sf of space in Neuberger Hall.

Opportunities
Option 2 provides Art+Design with one consolidated location in the heart of the campus. It would relocate Art+Design functions from the Art Building (AB) and the Science Education Center (SEC). This Option builds on the existing purposely built space on level 2 and creates the new spaces necessary to meet most of the school's current program needs. This Option also includes the opportunity of creating new significant gallery space in the heart of campus, an amenity for faculty, students and the larger community.

Challenges
There are a number of challenges with Option 2. The primary challenge is dislocating six CLAS departments including English, Math and World Languages out of Neuberger and the center of campus. These are departments that serve nearly every student on campus and their central location provides students with easy access to the faculty in these departments. Other departments displaced include Speech and Hearing, Conflict Resolution and Philosophy. In addition to the disruption and proximity issues, it would spread CLAS units that work closely together across the campus and reduce the number of classrooms in the campus core. The cost of relocating these departments would be significant and there would be not enough readily available space for this to occur. It may not be possible to fit all to relocated CLAS units in the space vacated by Art+Design due to the nature of the space and the spaces would require wholesale renovation. The con-

struction sequencing to swap buildings occupied by CLAS and Art+Design would require additional temporary leased space and temporary improvements. An additional 9,000 sf would need to be acquired, built or leased to accommodate of the displaced departments that would not fit in the vacated Art+Design locations. This Option has the highest secondary cost estimate.

Another significant issue is that even with most of Neuberger Hall the space does not meet the long term goals of Art+Design as expressed in their recently completed Programming Study. Much of the ground floor would still be allocated to the Registrar, Student Finical Aid and Student Financial Services and the first floor is the ideal location for gallery space and Art+Design student space.

Finally, while some of the Programming Committee members did support this option, most of the committee did not. Committee members cited the missed opportunity for Neuberger to be a hub of service and activity for the entire campus, major disruption this Option would create, the lack of good options for displaced departments and the prioritization of one department in the center of campus as significant issues with this Option. Most committee members do not believe that Neuberger is ideal for Art+Design in the long term and that Art+Design would be better served with a building designed specifically to their unique needs and vision.

Total estimated improvement costs outside of Neuberger Hall: $15,635,000*

* Includes moves, leases, tenant improvements and renovations
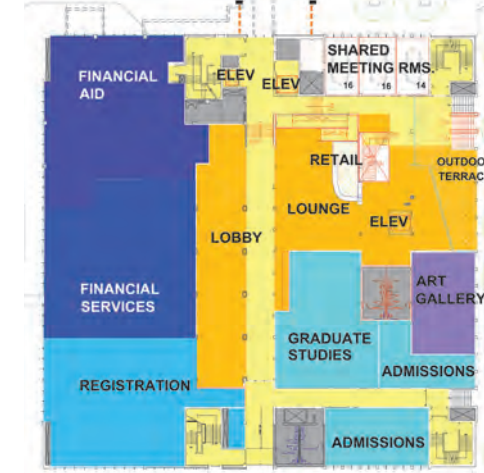
Basement   1st Floor   2nd Floor
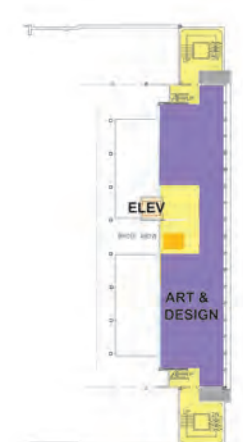
2nd Mezzanine   3rd Floor   3rd Mezzanine

4th Floor   5th Floor

Option 3: Status Quo (Maintains units currently located at Neuberger)

Option three is the status quo option. In this Option, most of the current occupants remain in the building and space is reorganized and allocated to meet departmental space needs and improve synergy. The basement is dedicated to classrooms and computer labs. A student success center and Graduate Studies would be added to the first floor. Art+Design space would be consolidated and expanded on the second floor and second floor mezzanine. Conflict Resolution would be relocated to the fourth floor adjacent to Philosophy. English, Ooligan Press and the Writing Center would share the third floor with Math. In this Option Speech & Hearing would move to UCB, near Communications and Linguistics.

Opportunities

This Option causes the least amount of disruption to academic departments and minimizes second tier moves. Speech & Hearing would be the only significant department relocated and would move to space in UCB that could be renovated in advance (dependent on Athletics moving). This will provide needed flexible space for temporary occupant relocations. This Option keeps the large departments, Math, English and World Languages in Neuberger and within the heart of campus. Art+Design retains and regains spaces that were uniquely constructed for their function. This Option is adaptable and could serve as an interim step to Option 4, with the second floor being converted to student success functions when a new home for Art+Design is available.

Challenges

This Option may result in a missed opportunity to align Neuberger's use to serve critical university-wide goals, such as enriching student experience and promoting student success. When a new building for Art+Design is constructed sometime in the future Art+Design would move out of Neuberger freeing up over half a floor, but there may not be money available to make the necessary changes to Neuberger to locate new units in the vacated Art+Design space. The transition from Art+Design would likely take place in multiple stages and might result in a less coherent building. This Option would require the temporary relocation of Art+Design functions and the permanent relocation of Speech & Hearing, but renovates significantly less area than the other three options. The cost per square foot of this Option is the highest because Art+Design needs to be moved twice and Art+Design space is expensive to construct.

The support for this Option among the committee members was low. Most committee members agreed that leaving the building as is represents a missed opportunity for the University. In addition, most thought that keeping Neuberger as it is now doesn't have a strong rationale other than keeping together departments that ended up together over time.

Total estimated improvement costs outside of Neuberger Hall: $12,667,000*
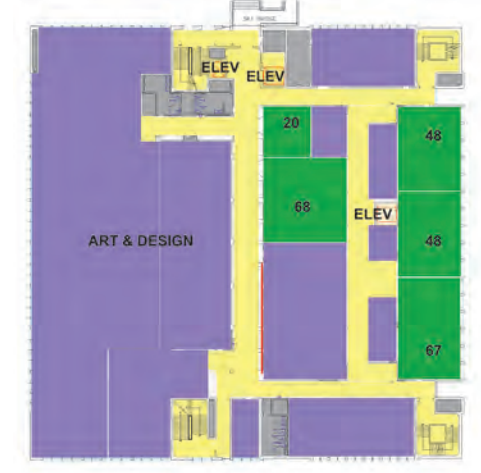
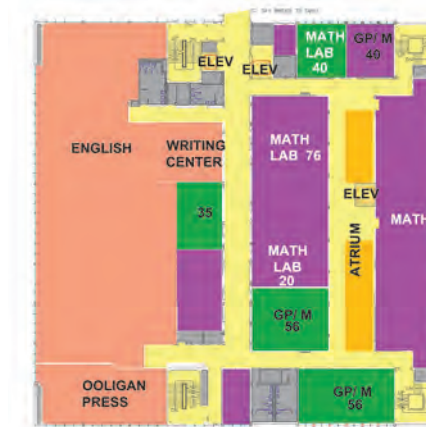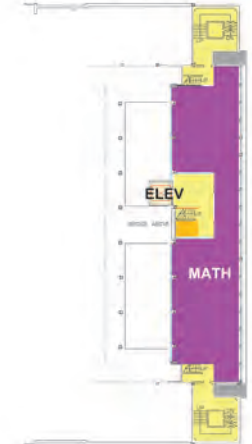* Includes moves, leases, tenant improvements and renovations
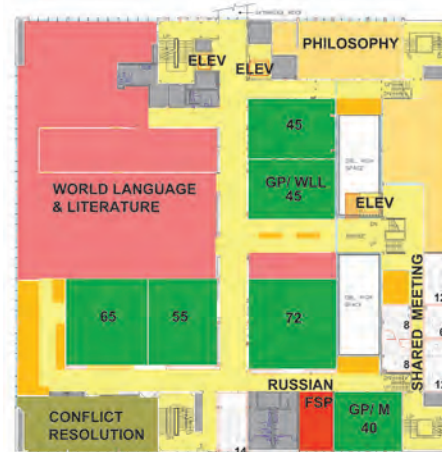

Basement

1st Floor

2nd Floor

2nd Mezzanine

3rd Floor

3rd Mezzanine

4th Floor

5th Floor

3.0 Alternatives Analysis

Option 3.1: Preferred Option (Status Quo with added student success units)

After reviewing the four alternatives, PSU leadership selected the Status Quo option, with some modifications, as the preferred option. This decision is predominantly based on the fact that at this time there is no opportunity to permanently move Art+Design out of the building. In the long term, PSU leadership would like to see Neuberger have a more student success focus and the modifications to the Status Quo option begin this transition.

In the preferred option Admissions support moves to USB and Speech and Hearing moves to UCB. This option upgrades the existing Art+Design space to current code and emphasizes planning the space for easy adaptive reuse for other academic units in the future.

Most staff and faculty move out of the basement, replaced by classrooms, computer labs, and technology support. Five computer labs are provided with seating capacities from 20 – 60.

The first floor becomes an active student oriented hub, centering on student success, Graduate Admissions, Academic Advising, and the Disability Resource Center move into the building on the first floor. A café lounge and covered outdoor terrace are added and the art gallery is moved to the first floor.

Academic departments occupy the second though fifth floor. The School of Gender Race and Nations moves into the building on the second floor and second floor mezzanine. The atrium light well is retained to bring natural light into the building core. Classrooms and student seating areas are dispersed and sized to fit the needs of nearby departments on each floor. This option provides seven small to medium size shared conference rooms. Additional area is included within department space for shared conference rooms or departmental meeting rooms.

An alternate is provided for Career Advising or additional general pool classrooms to be located on the second floor. The Career Advising alternate reduces the general pool seating capacity in the building by 5%. Providing general pool classrooms instead of including Career Advising increases the seating capacity by 5%.

This programming option prioritizes long-term strategic adjacency planning for student support services and academic use. It allocates space based on PSU guidelines and provides for an overall gain in net area assigned to departments. It assumes retaining the existing building form and retrofitting the existing structural and circulation systems as a value engineering strategy. It retains the existing mezzanines, connected by a new central elevator and encloses the existing atrium.

This option leaves vacate approximately 5,600sf in XSB and 1,200sf in SMSU.

Total estimated improvement costs outside of Neuberger Hall: $13,550,000*

* Includes moves, leases, tenant improvements and renovations

CLASSROOMS				
General Pool		Shared		
QTY	CAPACITY	QTY	CAPACITY	DEPT
1	12	1	40	Math
1	16	1	48	WLL
3	18	2	56	Math
1	20	4	200	
6	30			
1	32	Optional		
1	35	(Without Career Services)		
3	36	QTY	CAPACITY	
3	40	1	32	
1	42	2	48	
1	48	3	128	
1	50			
1	56			
1	68			
1	80	Existing		
1	120	QTY	CAPACITY	
27	1,041	34	1,304	

COMPUTER LABS	
QTY	CAPACITY
1	20
1	24
1	36
1	48
1	60
5	188

SHARED CONF. RMS.	
QTY	CAPACITY
1	6
2	8
1	10
1	12
1	14
1	16
7	74

Preferred Option-Classrooms, Labs and Conference Rooms

Basement

1st Floor

2nd Floor

2nd Mezzanine

3rd Floor

3rd Mezzanine

4th Floor

5th Floor
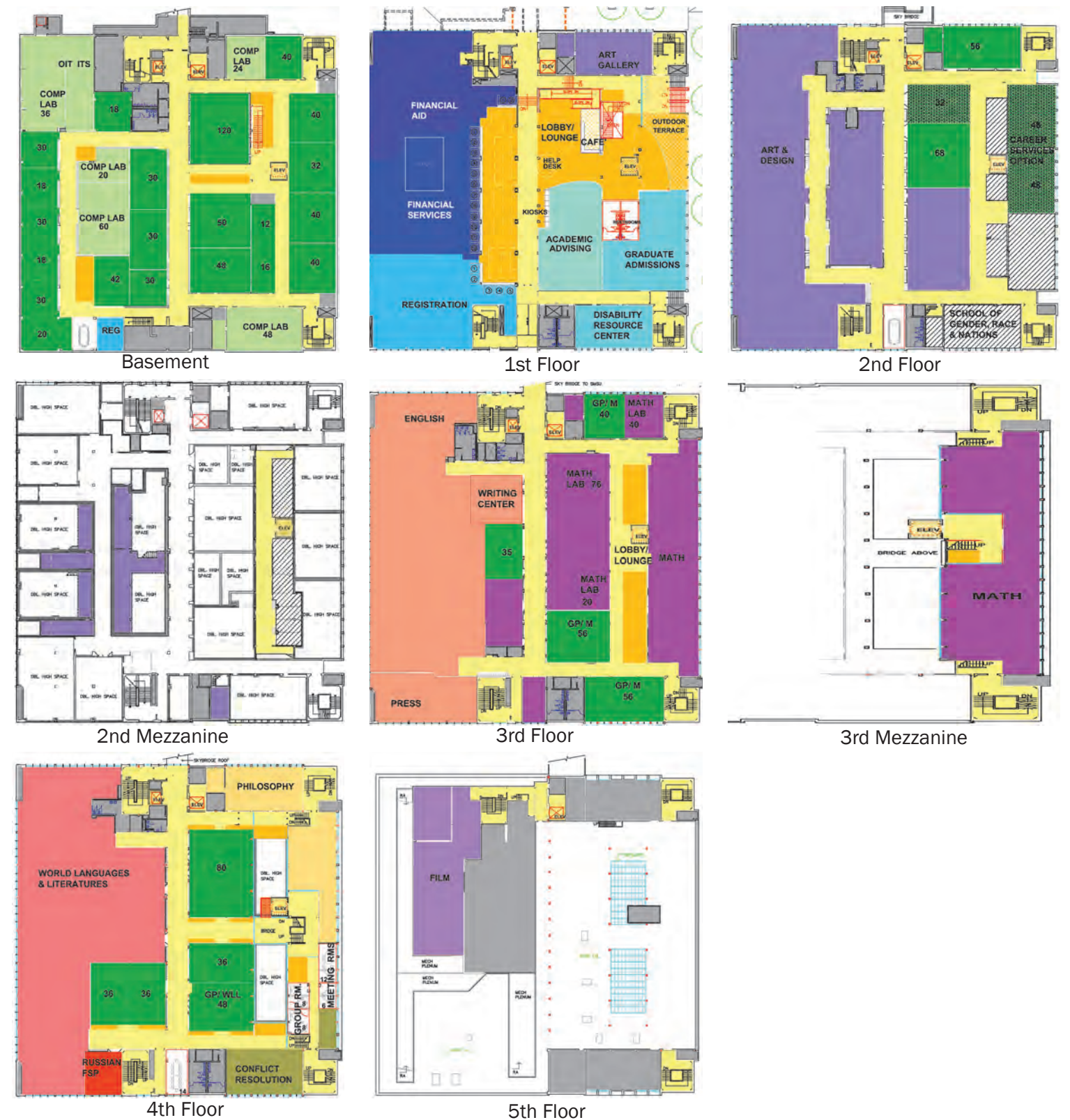
3.0 Alternatives Analysis

Option 4: Student Success Focus

Option 4 is the student success option. In this Option, part of student advising and student success center would be located on the first floor with other student service departments. The second floor and second floor mezzanine would cluster student success oriented departments and centers such as STEM Institute, MCNAIR, EXITO, LSAMAP, career and academic advising, tutoring, and possibly the Office of Academic Innovation (OAI). Large core general studies departments such as English, Math, and World Languages would stay on the third and fourth floors.

Opportunities

Option 4 concentrates student services and student success services in the heart of campus in a location that is easy to find. The location of advising, career services and STEM services on the same floor will likely lead to improved integration of these services, ease of use by students and potentially higher retention rates. This Option provides a clear purpose and focus for Neuberger and enhances the buildings role as an important hub of activity and as a landmark building for all students and faculty. It increases the number of classroom seats and the quality of classrooms as described in Option 3, and provides the greatest amount of student lounge and computer lab space. It also moves Speech & Hearing to a more appropriate clinic location in UCB, near Communications and Linguistics.

This Option is overwhelmingly the most popular choice for Program Committee members. A wide majority of the committee believed that, in the long term, functions in Option 4 belong in Neuberger, in the center of campus and most also believed that this Option would generate the most synergy with functions in other nearby buildings. In particular, they believed that additional student services in this Option is an obvious match with the core functions at the center of campus. They felt that given the buildings location and key student services function, Neuberger should address the needs of the majority of students.

Challenges

The primary challenge of Option 4 is the number and size of required second tier moves including Art+Design. Art+Design would need to move out of the building and out of the only space on campus that was purpose built for them. Replacing this space elsewhere on campus until a permanent home for Art+Design can be constructed would be expensive. The challenges in this regard are similar to those described in Option 1, but in addition this Option includes moving Speech & Hearing to UCB. Exclusive of Option 2, this Option results in the second most number of moves and required backfill.

Approximately 33,000 sf of space would be vacated in other campus buildings. The project budget will not cover the cost for renovating these spaces.

New metal working, print making, photography, studios and faculty offices would need to be created, potentially further fracturing a program that is currently spread between four buildings. Furthermore, with no set commitment for a new Art+Design building the program would continue to have significant uncertainties around its future facilities.

Total estimated improvement costs outside of Neuberger Hall: $15,275,000*

* Includes moves, leases, tenant improvements and renovations

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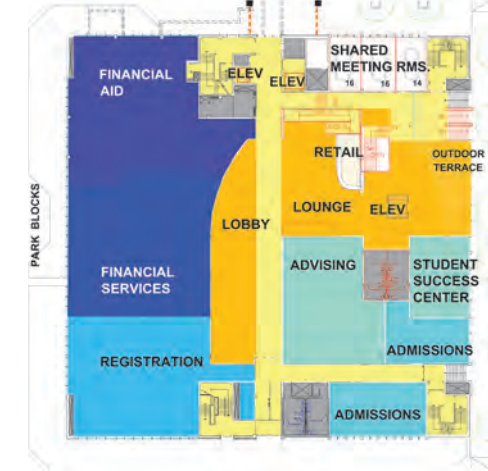
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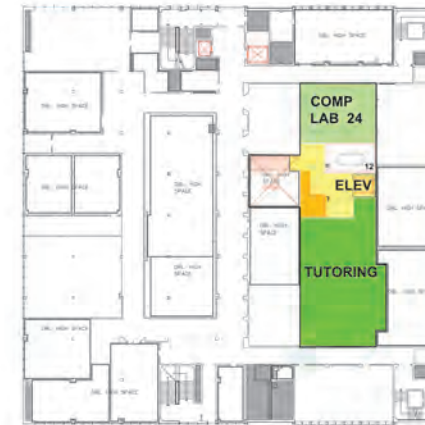
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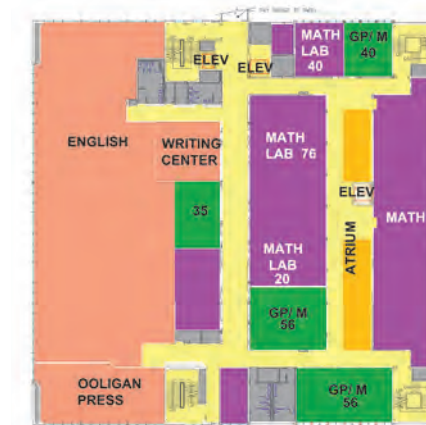
2nd Mezzanine

3rd Floor
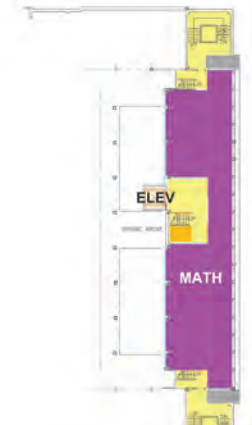
3rd Mezzanine

4th Floor

5th Floor

A 1.0 Project Goals

The Neuberger Hall Programming Committee has established the following goals to guide project planning:

Form

- Create a building that fosters a sense of place.
- Respect the context and complement the adjacent park blocks and urban architectural conditions.
- Create a building with a design that emphasizes student services and enhances the student experience.
- Create spaces that foster collaboration and innovation between faculty, students and staff.
- Develop a welcoming and relaxing building for students, faculty, and staff.
- Provide an identifiable and welcoming main entry.
- Improve the tunnel, bridge and causeway linkages to improve accessibility and to support active and vibrant places.
- Provide active uses and a pedestrian oriented streetscape along the Broadway frontage with at least 65% glazing at ground level.

Function

- Rearrange the space within Neuberger Hall, so it is more efficient and logical.
- Maintain a central hub for student services.
- Develop a building with flexibility and adaptability for current and future pedagogy and uses.
- Increase the amount of net assigned space by at least 10% and provide a minimum 70% building efficiency.
- Provide complete building accessibility.
- Provide necessary amount of quality restrooms, including at least one multi-stall, gender neutral restroom.
- Comply with PSU's office space and classroom allocation standards.
- Provide direct or indirect natural light to all offices and classrooms on ground floor and above.
- Provide direct natural light into at least 10% of the basement.
- Provide shared conference and meeting rooms on each floor.
- Replace all building entry and circulation access with proxy card readers.
- Increase the classroom capacity by 5% to meet university demand.
- Allocate all classrooms as general pool.
- Provide various types of common student collaboration spaces & lounges dispersed throughout the building, totaling not less than 5% of the net building space.
- Incorporate stairs as primary vertical circulation.
- Upgrade or replace elevators to increase speed and efficiency.
- Address 100% of building deferred maintenance.
- Create places for highlighting PSU achievements.

Economy

- Design and construct a sustainable facility that is easy to maintain and is cost-effective to operate over the long term and supports campus sustainability goals by and minimizing energy and natural resource use.
- Renovate the building to at least LEED Gold.
- Design a renovation project that is buildable for $47 million.
- Recycle at least 80% of construction waste.
- Reduce total energy consumption costs by at least 30%.
- Reduce total building potable water consumption by at least 35%.

Time

- Minimize the disruption to the occupants and users of Neuberger Hall during construction.
- Complete the renovation project before Fall 2018.

A 2.0 Department Interview Summaries

Interviews were held with the following stakeholders and potential new building occupants. Provided are summaries of the interviews.

Admissions and Financial Aid
Registration and Records
Student Financial Services

Office of Academic Affairs

College of the Arts – Dean's Office
    College of the Arts – Digital Facilities
    School of Art and Design
    School of Theater and film

College of Liberal Arts and Science – Dean's Office
    Conflict Resolution
    English
    English – Ooligan Press
    Fariborz Maseeh Department of Mathematics and Statistics
    Philosophy
    Psychology
    Sociology
    Speech and Hearing Science
    STEM Institute
    World Languages and Literatures

Office of Information Technology

Admissions and Financial Aid

Overview
- Need to rethink and reorganize the lobby space
- Need to separate uses and create quiet spaces
- Need to provide a few private offices, proper size conference rooms, functional break rooms, kitchen, and restrooms
- Need to reconfigure storage and other spaces

Admissions and New Student Programs

Issues
- Not enough space for reception area and lobby
- Too small conference room
- Scattered across campus
- Lack of department cohesiveness, units are under different department
- No functional break room
- No waste management plan
- Lack of restrooms and restrooms are not properly located

Needs
- A 50 cap dedicated classroom
- A large space for storage and packing
- A couple private offices that can fit 4 to 6 people
- A functional break room with sink
- Quality restrooms
- Interactive screens and kiosk in the lobby area
- Prefers to have a welcome center in Viking Pavilion

Financial Aid

Issues
- Lack of private and confidential space for financial counselling
- Phone bank is not properly located and created a lot of noise
- Waste of space due to the current cubicles layout

Needs
- Reconfigure storage space
- Separate different uses
- Be close to veteran services and certification

Office of the Registrar

Overview
- Currently transitioning a significant volume of paper records into digital format, which will reduce space needs for records.
- Some historic paper records must be kept and remain accessible.
- Prefer to maintain storage in the basement
- Need to totally reorganize the space to make it better
- Don't have to be located near Admissions, but need to be adjacent to Student Financial Services and Financial Aid

Issues
- Degree requirements/veterans certification office is densely packed and is too small
- Admissions & EMSA staff are mixed with the Office of the Registrar staff
- No copy room and currently has a small work room
- Poor kitchen/ lunch/ break area
- Front counter windows are not secure and lacks privacy
- Staff don't have reasonable access to a men's bathroom

Needs
- Reconfigure the space and consolidate functions
- Be together as a unit
- Secure the transaction windows and build in some privacy
- Improve the kitchen and have a men's bathroom
- Private offices for three managers
- Semi-private professional work stations for five staff
- Shared private offices with low cubes for tech team and scheduling team
- Student work area with scan stations
- Four station call center
- Six transaction windows
- Control noise from transaction windows and have quite and private space
- Improve the entrance/reception area to the Office of the Registrar suite

Student Financial Services

Overview
- Need to reconfigure lobby space
- Need self-service kiosk and information booth
- Improve safety measure for file storage and front counter
- Need private counselling spaces and joint break rooms

Issues
- Confusion over stanchion lines in the lobby area
- Lack of fire proofing storage space
- Lobby windows are dangerous and are not ADA accessible

Needs
- A check-in area or information booth to answer questions and direct student traffic
- A student self-service kiosk
- A fire-proof file room
- Three private counselling spaces
- Prefer to having a pool of shared conference rooms on the first floor
- Panic buttons for each cashier and better cameras for ID services
- Joint break room on the first floor

Office of Academic Affairs

Overview
- Advising is both drop in and by appointment
- Students are required to see their advisors once in the 1st year
- Peak time is usually when students are registering
- Prospective students also visit advising as they make decisions about attending PSU
- OAA is working with a consulting firm on process improvement and online programs

Issues
- None

Needs
- A student success center – one place that students can easily find, as well as allowing better collaboration among staff
- Bring advising and career functions into NH
- Look at multiple scales – minimum would be to include ACS
- Prefer to also include consolidated advising
- Prefer to have student success center located on the 2nd floor to connect with the lobby
- Run the details past Sukhwant
- Include both formal and informal spaces and overlap of student spaces
- Have more student spaces and functions including computers and study spaces when possible
- Lots of multimedia and cues for students so they are getting ideas about what they need to do – nudges to help students make decisions they need to graduate
- A multi-use room with a size of 25-30 for group advising and training
- Prefer to add a financial literacy function
- Study the lobby line traffic and flow

College Of The Arts – Dean's Office

Overview

- The College Of The Arts is currently, doing mass curriculum design, to figure out how the new curriculum can be delivered with appropriate space on campus
- These programs are drivers in recruitment
- School of Theater and Film is distinct from the School of Art and Design
- Art and Design material shop is located in the basement of Shattuck Hall
- Video sometimes uses the Film space and equipment

Issues

- Clear visions and positions need to be established for NH and then applied to the NH program
- There needs to be a systematic understanding of what art and design's needs are
- NH 2nd floor is the only floor designed for art studio, printing, metal workshops, proximity is important
- Hard to find and replace the quality of NH Art and Design space
- Timing and swing space for Art and Design are potential issues
- The Film program is fast growing and almost out of capacity
- Film recently moved to NH 5th floor and it is the only space on campus suitable for film production
- Gallery is not visible on 2nd floor, not a desirable location

Needs

- Plan and prepare steps to transition Art and Design to a permanent place/ home
- Expand the studio space
- Consider technology needs when configuring classroom space
- Update media lab to have the appropriate technology

College of the Arts - Digital Facilities

Overview

- One computer lab, print lab and digital dark room located on 2nd floor
- Computer lab has 28 teaching stations and 12 open lab stations
- Labs are used to teach intro. level classes
- Starting at 200 level, students are required to have laptops, labs are still necessary.
- Manages 5th floor film and video equipment
- Labs. available extended including Saturdays

Issues

- Printing lab is close to classrooms creating noise and a lot of traffic, could be in open lab.
- Roof drain and plumbing leaks have damaged equipment
- Poor temperature control in computer lab
- Poor ventilation in digital photography and film processing labs.

Needs

- Labs needs to be secure, need badge access
- Better security for 5th floor equipment room
- Digital dark room and chemical dark room should be located close to each other
- Reconfigure digital dark room

School of Art and Design

Overview
- Tie curriculum with the space available and have the ability to change depending on courses offered

Issues
- Mezzanine space is not accessible
- Not enough lockers for students
- No proper space to use spray paint and ventilation
- No projection equipment, proper lighting, and broken blinds in some rooms
- Spaces are scattered across four different buildings

Needs
- Tie curriculum with the space available and have the ability to change depending on courses offered
- Space to grow and more lockers for students
- Gallery space
- Studio space for faculty
- Preserve the hallway space

School of Theater and Film

Overview
Film program is part of School of Theater and Film, only part of the film program is in Neuberger Hall
Studio is the main classroom, equipment storage and checkout for students, 4 additional faculty

Issues

- Use the studio and the control booth as the classroom, the control booth and sound booths are not ADA accessible
- Film program is split between two buildings
- Credit hour generation is at its limit without an additional studio
- No viewing room to review films produced

Needs

- Be close to School of Art and Design
- Accommodate Film faculty currently located in Lincoln Hall
- A big studio space, no need to upgrade studio lighting system
- A big and open space with screens, with black screen and ceiling tracks
- An additional film studio classroom, could give up control room
- Better temperature control
- Studio needs to have moveable classroom furniture and furniture storage
- Secure equipment storage with pull-down check-out window
- A big screen film viewing room with 50 – 200 seats

College of Liberal Arts and Science – Dean's Office

Overview

College of Liberal Arts and Science departments are spread out across campus. Math, English, and World Languages are three of the biggest departments in CLAS. Math is unique, more related to science.

Issues

- In case of unexpected events, it might be best if Math, English, and World Languages were in separate buildings

Needs

- High priority to move speech and hearing science out of the basement, accessibility is important
- Applied linguistics, world languages, communication should be together
- Big departments need have their own conference rooms, smaller depts. can share conference rooms

Conflict Resolution

Overview

CR Resource center can be in NH, or can be elsewhere on campus, serve students 8-5 pm, also have weekend and evening classes. Space is used extensively. Graduate program in CUPA, UG in CLAS, interdisciplinary, comfortable with School of Gender, Race, and Nation, like to have small liberal arts interdisciplinary program clustered together. The Conflict Resolution resource center is currently virtual, needs space to exist.

Issues

- NH 239 is not effective
- Poor temperature control
- Department staff offices are to dispersed
- Organization of allocated space is inefficient
- Important to have flexible shared space for people to collaborate

Needs

- Shared office space for adjuncts, nice to have offices along the hallway
- A space for graders
- A resource center
- A graduate student seminar room for thesis defense
- Spaces like conferences rooms shared with other departments
- One classroom for department class scheduling and accommodate teaching needs
- A department level library/ reading are or a conference room with library built in
- A department suite with a common front door
- A better organized file storage in department suite

English Department

Overview
- Centralize offices and spaces
- Preserve Room 407, part of the department identity, and is extensively used
- Need proper size of classrooms and movable furniture

Issues
- Spaces are scattered across multiple floors, publishing and adjuncts are all on 3rd floor
- Mezzanine offices are not accessible
- HVAC noise is loud in the areas directly under the roof units

Needs
- Centralize offices and spaces and locate them on the same floor
- Needs natural light for both classrooms and offices
- Preserve Room 407, faculty is very attached to it, used for thesis defense, department meetings, job interviews, etc., heart and soul for the department
- Would like to have shared offices for adjuncts, prefer to put GAs together
- Prefer smaller classrooms with size 30-50 and with movable furniture

English – Ooligan Press

Overview
- Current space is adequate and works well, no big issue

Issues
- Computer lab NH 446 is not well configured
- Interior classrooms on 2nd floor are not ideal and lack windows

Needs
- Better for director's office to be with the other English faculty
- Printing press and storage do not need to be connected
- Printing press could be located with a print making studio in a future new A + D building
- Nice to have Ooligan Press located closer to the English department
- Want to preserve the lounge/library/meeting space

Fariborz Maseeh Department of Mathematics and Statistics

Overview
- Gift agreement with Maseeh requires doubling space by now
- Need more faculty and graduate student spaces
- Need to address Mezzanine office issues

Issues
- Gift agreement with Maseeh requires doubling space by now to 24,000 sq. ft.
- No additional room to grow
- Faculty offices are too small and no room for students in the office
- Mezzanine offices are hard to find, located in a dark hallway, and are not ADA accessible

Needs
- Office space for three professors
- A computer lab for graduate students
- Space for TAs and advanced PhD students
- Prefer to having another seminar room
- Centralize spaces and offices for the department
- Create an inviting space to congregate, mingle and hold events
- Potential need for more graduate space to expand the PhD program
- Provide better department visibility

Philosophy

Overview
- Overall the space works well
- Centralize offices and spaces
- Preserve the seminar room

Issues
- Seminar room is a bit tight for all group meetings
- Spaces are scattered across three different floors

Needs
- Hope to preserve the seminar room
- Centralize offices and spaces and locate them on the same floor
- Could move to elsewhere if comparable space is provided

Psychology

Overview

Social Sciences cluster includes Psychology, Sociology and Speech and Hearing, could also include Communications and Anthropology - also includes CUPA and Social Work. ICAST - got together and discussed whether co-locating makes sense in the mid-term vs. the long-term. The goal is to of having their own building. Every faculty has a community partners and about 1/2 of the time they come to PSU and they meet in the seminar room or the research area.

Issues
- Psych could use more office space
- Current space includes Cramer Hall 5th floor, poor space with no windows that used to be for rat labs
- The three controlled spaces are booked pretty solid - used for seminars and departmental meetings
- Persistent classroom availability issue 48, 100 and 150 seat sizes

Needs
- Space for graduate teaching assistants
- An observation room
- Space in the suite for office type research
- Need all offices and classrooms to be ADA accessible
- Not a lot of storage needs - just data from grants that are IRB protected

Sociology

Overview

Sociology is a single unit. Sociology and Anthropology are not paired at PSU, collaborates with Social Work and Urban Studies. It now includes undergrad, masters and Phd students. Phd program is changing and expanding. so it will have up to 18 GA's. The department has experienced a decline in undergrad enrollment since the job market is good right now. Online program is successful (summer is predominately online) - usually electives. Online courses fill quicker than classroom courses. Ten courses a term are online. The two departmental classrooms are used for gradate seminars, defenses, meetings and archival storage.

Issues
- The existing windows are very narrow and not operable
- Space feels cramped.
- The lobby space is too big and doesn't get used very much
- Currently use space in the two department controlled classrooms for storage of archive materials
- Departments in one building and classrooms are in a different building
- May add a professional journal which will cause space problems

Needs
- Shared offices to accommodate all adjuncts
- A shared office for graduate assistants and more space for GA's
- Have everyone in one suite with a single entry
- Dedicated space for archival storage of research materials
- A variety of furniture types in general pool classrooms
- A computer lab that can accommodate up to 60 students
- More data jacks and better technology in conference rooms

Speech and Hearing Science

Overview
- Centralize offices and clinics, and reconfigure storage spaces
- Accessibility to basement can be challenging for people with disabilities and special needs
- Need secured space for clinical records

Issues
- Lot of buried spaces hidden beneath multiple doors
- Conference room/classroom does not work really well
- Challenging to access the basement for people with disabilities and special needs, elevators sometimes breaks down, and stairs are not comfortable or safe
- Unsafe to load/unload people on wheelchairs along Broadway

Needs
- Centralized offices and clinics
- Clinics need to be close to doors, elevators and transit line
- Prefer to be located on the ground floor due to mobility issues
- Better secured space for clinical records
- An office for adjuncts
- Potential growing need for wet labs
- More safety measures for the space

STEM Institute

Overview
STEM institute is as umbrella organization that brings academic support/tutoring, student services and advising together. Originally faculty based, the STEM Institute included faculty development and student support. It is envisioned to be much bigger, together with other similar units and advising. It has plans to grow and hire staff, post doc, share position for K-12 program assessment.

Issues

- The goal is to co-locate tutoring, academic advising, and professional advising

Needs

- Be adjacent to McNair Program, EXITO and LSAMP
- Be close to tutoring and academic advising
- An interview room
- STEM shared student and collaboration space
- Space for faculty development, curriculum development and common work space
- Communal gathering space like the Institute for Sustainable Solutions
- Be close to the Office of Academic Innovation
- Can use shared conference rooms

World Languages and Literatures

Issues
- Language lab on the 3rd floor is tiny, refer to Annaberg Innovation Lab at USC for a good example; lab can only sits 14 students
- Conference room is small and does not work for staff meetings
- Faculty are spread across multiple floors, including the basement
- 2 person tables in current classrooms does not work well
- Amount the space is sufficient but needs reconfiguration

Needs
- Preserve the card readers due to so many faculty
- A language lab that have space for discussion as well as computer stations
- Have individual and movable desks for classrooms
- Have one or two acoustically separate areas for recording
- Some breakout space for student meetings and space that feels safe
- Space that can fit 15 adjuncts at any one time
- GTA space that is separated into 4 areas divided by language and close to the adjunct area; does not need to be separate rooms but division within the room
- Have a common area where there is a common room
- Would like to have a 30 cap computer lab across the main office
- Would like to have one main room with rooms off of it: testing center, satellite TVs for watching foreign language programs, and breakout rooms for clubs
- Would like to have 2 work stations in front and need one additional office or a better work station for scheduling in the office reception area
- Would like to have adjustable desks

Office of Information Technology

Overview
- Proximity and labs being on the 4th floor works well, serves as a computing hub
- Storage in the basement is used for replacement hardware and gear for all GP classrooms
- Storage is adequate but is compartmentalized due to the nature of the space

Issues
- Current lab spaces (20 cap) are not sufficient for classes, and need to bring in additional chairs occasionally
- Roof leaks in a couple computer labs
- Spaces are not designed for computer labs – airflow is not good and the layout is not ideal
- Lighting is problematic

Needs
- A larger lab that seats 60-75 for classes
- A lab space that seats 30-40
- Service team needs to be located in the central part of the campus to repair and resolve tickets
- Teaching podium, rows of computers with projector and access in lab
- Whiteboards that aren't behind screens
- Appropriate HVAC
- Prefer internal space over window space
- Wide open space with a service counter for customers

A 3.0 Program Requirement Sheets

Existing Departments to be Included

Financial Aid
Student Financial Services
Office of the Registrar
Office of Information Technology - Instructional Technology Services
Office of Information Technology – Student Computer Labs.
Conflict Resolution
Philosophy
World Languages and Literatures
Russian Flagship Program
English Department
English Department - Ooligan Press
Fariborz Maseeh Department of Mathematics and Statistics
School of Art and Design
School of Theater and Film
General Pool Classrooms
Shared & Common Spaces

Other Departments to be Included

Office of Graduate Studies and Admissions
Academic Advising
Career Advising
Disability Resource Center
English – The Writing Center
School of Gender, Race and Nations

Departments Studied but not Included

Admissions
Speech and Hearing Science - Instruction and Clinic
Departmental Advising
STEM Institute
McNair Program
Louis Stokes Alliance for Minority Participation
EXITO Program
The Learning Center (Tutoring)
University Studies
Academic Innovation
Department of Communication
Linguistics
Sociology
Psychology
Anthropology

General

Space Allocation Standards

Space requirements at Portland State University (PSU) are based on the following:

- Portland State University Office Standards and Policies
- Portland State University Classroom Standards

No growth is calculated in the space needs assessment.

Calculating Standard Space Requirements

The following table shows the goal for net assignable space for each unit. The description below describes how each of the numbers in the table were calculated.

Work Station & Office Space

Office types and areas are allocated based on the number of full-time equivalent (FTE) employees and the need for confidentiality and security. To the greatest extent functionally possible, an open office typology should be used. Traditional offices have been assumed for all faculty and upper level administration. The total allowed office workstation area is shown in (A).

Instructional Space

Instructional space includes classrooms, seminar rooms, class labs., studios and other rooms primarily used for scheduled student credit hours. The Neuberger Hall Programing Committee established a goal of increasing the existing instructional space by 5%. The minimum instructional space is the existing area x 1.05% (E).

Support Space

The combined allowable space for support spaces that serve office and instructional areas (B) is: (A + E) x 8%. This includes kitchens, work rooms, staff lounges, etc.

Storage Space

The allowable space for archival and office storage (C) is: (A + E) x 8%

Meeting Space

The space allocation for departmental meeting and touch-down rooms is based on the use of an open office layout. This space also provides opportunities for departmental growth within their allocated area. If a traditional office layout is used, with a large number of individual offices is used, the space for departmental meeting and touch-down spaces would be reduced. Departmental meeting and touch-down space (D) is: A x 33.6%

Net Assigned Space

The net assigned space for a department (N) is: The sum of A through E.

Building Efficiency

Portland State University encourages the development of spatially efficient buildings, through the use of common and shared spaces. This may include; workstations, offices, conference rooms, student study areas, lounges and other spaces where opportunities exist. PSU strives for a building net area to gross area spatial efficiency of at least 60%.

Student Study Space

Student study space is allocated to serve students taking classes in the building. It includes; lounges, study rooms, lobbies and other spaces where students can study individually or in groups. The preference is for student study space to be commonly shared and not departmentally controlled. The required building student study space is calculated based on the sum of the areas determined for departments and (F) is: (2.5% x A) + (10% x E).

Circulation

An efficient office plan minimizes unnecessary circulation. The goal for maximum department suite interior waiting and circulation space (G1) is: 10% x (A + B + C).

Common building circulation serves larger occupant loads. It should be as efficient as possible for the number of occupants and adjacent functions served. The goal for maximum common building circulation (G2) is: 20% x (D + E + F).

DESIGN ALLOCATION GOAL (PSU STANDARDS)

ET 1/26/16 Potential Department
(Departments Not Currently in Building)

Potential Department	Existing Assigned Area	Existing Occupants HC	FTE	Work Station Area	Office Support Area	Instruct. Support Area	Office & Instruct Support Area	Storage Area	Conf. & Meeting Area	Classrm & Seminar Area	Class Lab. Area	Instruction Space	Net Assigned Area	Interior Waiting & Circ. Area	Total Allocated Area	Building Common Student Study Area	Building Common Circ. Area	Total Circulation	Total Net Building Area
1 ADMISSIONS (To Remain Only)	2,850	21	20.75	1,660	133	-	133	133	558	-	-	-	2,483	193	2,676	42	120	312	2,837
2 GRADUATE STUDIES	4,178	20	17	1,508	121	-	121	121	507	-	-	-	2,256	175	2,431	38	109	284	2,577
3 FINANCIAL AID	5,727	35	29	2,704	216	-	216	216	909	-	-	-	4,045	314	4,359	68	195	509	4,622
4 S. FINANCIAL SERV.	6,340	35	29	2,780	222	-	222	222	934			-	4,159	322	4,481	70	100	423	4,651
5 OFFICE OF THE REGISTRAR	5,778	41	36	2,532	203	-	203	203	851	-	-	-	3,788	294	4,082	63	183	477	4,328
STUDENT ENTRY	17,845	111	94	8,016	641	-	641	641	2,693	-	-	-	11,992	930	12,922	200	579	1,509	13,601
6.1 ACADEMIC ADVISING	5,107	17	13.5	1,536	123	-	123	123	516	-	-	-	2,298	178	2,476	38	111	289	2,625
6.2 DEPARTMENTAL ADVISING	3,482	21	19	2,126	170	-	170	170	714	-	-	-	3,180	247	3,427	53	153	400	3,634
6.3 CAREER ADVISING	5,307	19	17.5	1,744	140	-	140	140	586	-	-	-	2,609	202	2,811	44	126	328	2,981
6 ADVISING	13,896	57	50	5,406	432	-	432	432	1,816	-	-	-	8,087	627	8,714	135	390	1,017	9,240
7.1 STEM		3	1.98	200	16	21	37	37	67	-	250	263	604	27	631	31	72	100	735
7.2 MCNAIR	4,048	5	3.47	307	25	20	45	45	103	-	240	252	752	40	791	33	78	117	902
7.3 LSAMP		7	4.45	478	38	42	80	80	161	-	500	525	1,324	64	1,388	64	150	214	1,602
7.4 EXITO		15	8.47	860	69	53	121	121	289	-	625	656	2,048	110	2,158	87	206	317	2,452
7 SUCCESS CENTERS	4,048	30	18.37	1,845	148	136	283	283	620	-	1,615	1,696	4,727	241	4,968	216	253	494	5,690
8 THE LEARNING CENTER - (TUTORING)	1,814	6	5	442	35	94	130	130	149	-	1,122	1,178	2,028	70	2,098	129	291	361	2,518
9 OIT	7,247	0	0	360	29	335	364	364	121	1,019	2,968	4,186	5,395	109	5,503	428	947	1,056	6,878
10 ACADEMIC INOVATION	7,909	28.5	24.5	1,756	140	251	170	200	760	-	2,988	3,137	6,023	213	6,236	-	779	992	7,015
11 UNST	18,512	32	40.5	3,542	283	958	1,242	1,242	1,190	6,187	5,223	11,981	19,196	603	19,799	1,287	2,891	3,494	23,977
26.1 BLACK STUDIES PROGRAM	1,076	9.5	6.8	725	58	-	58	58	244	-	-	-	1,085	84	1,169	18	52	136	1,239
26.2 CHICANO/LATIMO STUDIES	360	5	3.3	362	29	-	29	29	122	-	-	-	542	42	584	9	26	68	619
26.3 INDEGENOUS NATIONS STUDY	689	8	4.85	498	40	-	40	40	167	-	-	-	745	58	803	12	36	94	851
26.4 WOMEN, GENDER AND SEXUALITY STUDIES	1,495	18	13.19	1,352	108	-	108	108	454	-	-	-	2,023	157	2,179	34	98	254	2,311
26.5 SGRN ADMIN.	2,028	3	2.48	236	19	-	19	19	79	-	-	-	353	27	380	6	9	36	395
26 SCHOOL OF GENDER, RACE & NATIONS	5,648	43.5	30.62	3,173	254	-	254	254	1,066	-	-	-	4,747	368	5,115	79	229	597	5,415
12 CONFLICT RESOLUTION	922	9	9	882	71	-	71	71	296	-	-	-	1,319	102	1,422	22	32	134	1,476
13 PHILOSOPHY	2,854	24	17	1,770	142	-	142	142	595	-	-	-	2,648	205	2,853	44	128	333	3,025
14 DEPT OF COMMUNICATION	4,379	19	15.2	1,516	121	76	198	198	509	-	909	954	3,375	191	3,566	133	319	511	4,019
15.1 SOCIOLOGY	4,785	35	23.9	2,337	187	65	252	252	785	774	-	813	4,439	284	4,723	140	348	632	5,210
15.2 PSYCHOLOGY	12,413	41	28.8	3,353	268	462	731	731	1,127	997	4,508	5,780	11,721	481	12,203	662	1,514	1,995	14,378
15.3 ANTHROPOLOGY	6,320	14	13	1,506	120	328	448	447	506	-	3,903	4,098	7,007	240	7,247	447	1,010	1,251	8,705
15 SOCIAL SCIENCE CLUSTER	23,518	90	65.7	7,196	576	855	1,431	1,431	2,418	1,771	8,411	10,691	23,167	1,006	24,173	1,249	1,436	2,442	28,293
16 LINGUISTICS	8,134	28	20	2,064	165	96	261	165	694	-	1,137	1,194	4,377	249	4,626	171	206	455	5,003
17 W. LANG. & LIT.	8,196	131	80	7,718	617	25	642	617	2,593	-	292	307	11,877	898	12,775	224	312	1,210	13,311
18.1 ENGLISH DEPARTMENT	5,927	88	61	5,766	461	17	478	478	1,937	198	-	208	8,867	672	9,539	165	462	1,134	10,166
18.2 OOLIGAN	1,716	7	3.5	380	30	34	64	64	128	-	401	421	1,057	51	1,108	52	120	171	1,279
18.3 WRITING CENTER	660	0	0	-	-	55	55	55	-	-	660	693	804	11	815	69	152	164	1,037
18 ENGLISH	8,303	95	64.05	6,146	492	106	597	597	2,065	198	1,061	1,322	10,728	734	11,462	286	735	1,469	12,482
19 RUSSIAN FLAGSHIP CENTER	576	2	2	200	16	13	29	29	-	150	-	158	415	26	440	21	18	44	479
20 MATH AND STAT	12,873	89	58	5,298	424	267	691	691	1,780	3,179	-	3,338	11,798	668	12,466	466	1,117	1,785	14,049
21 ART & DESIGN (18,608NH+47,346AB=65954)	18,608	32	14.2	2,064	165	777	942	942	694	-	9,252	9,715	14,357	395	14,752	1,023	2,286	2,681	18,061
22.1 SCHOOL OF THEATER & FILM	1,072	2	0.98	72	6	28	33	33	24	-	328	344	507	14	520	36	81	95	637
22.2 LH THEATER & FILM	766	5	4	516	41	-	41	41	173	-	-	-	772	60	832	13	37	97	882
22.3 PSU TV	862	2	1	72	6	28	33	33	24	-	328	344	507	14	520	36	81	95	637
22 THEATER & FILM	2,700	9	5.96	660	53	55	108	108	222	-	655	688	1,785	88	1,873	85	199	287	2,157
25.4 DISABILITY RESOURCE CENTER	137	0	0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
27.0 DISABILITY RESOURCE CENTER	1,551	10	7.98	716	57	-	57	57	241	-	-	-	1,071	83	1,154	18	52	135	1,224
27 DISABILITY RESOURCE CENTER	1,688	10	7.98	716	57	-	57	57	241	-	-	-	1,071	83	1,154	18	52	135	1,224
23 GP CLASSROOMS	25,740	0	0	-	-	-	-	2,162	-	25,740	-	27,027	29,189	216	29,405	2,703	5,946	6,162	38,054
24.1 SPEECH & HEARING SCIENCE	6,026	16.5	14.4	1,542	123	124	247	247	518	537	1,008	1,545	4,099	204	4,303	193	451	655	4,947
24.2 SPEECH & HEARING CLINIC	3,334	4	4	1,358	109	134	243	243	456	644	1,035	1,679	3,979	184	4,164	202	467	652	4,833
24 SPEECH & HEARING	9,360	20.5	18.4	2,900	232	258	490	490	974	1,181	2,043	3,224	8,078	388	8,466	395	919	1,307	9,780
25.2 CLAS DEAN'S OFFICE	309	1	0.3	100	8	-	8	8	34	-	-	-	150	12	161	3	4	15	167
25.3 CLAS RESEARCH SUPPORT SERV	1,441	10	9.49	851	68	-	68	68	286	-	-	-	1,273	99	1,372	21	31	129	1,424
25.5 EXTENDED STUDIES	75	0	0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
25.6 OR CTR FOR CAREER DEV	226	0	0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
25.7 PORTLAND CTR FOR PUBLIC HUMANITIES	359	2	2	182	15	-	15	15	61	-	-	-	272	21	293	5	7	28	305
25.8 RESOURCE CTR FOR STUDENTS W/ CHILDREN	112	0	0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
25.9 STUDENT AFFAIRS INFO TECH OFFICE	76	0	0	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
25 OTHER OCCUPANTS	2,598	13	11.79	1,133	91	-	91	91	381	-	-	-	1,695	131	1,826	28	41	172	1,896
TOTAL	188,656	921	690	67,971	5,438	4,301	9,518	9,428	22,941	13,685	37,676	53,768	163,625	8,692	172,317	6,718	14,388	23,079	195,003

Program Requirements - Existing Departments to be included

Financial Aid

Description

Financial Aid tracking and appointments on-line. Works closely with Student Financial Services and Office of the Registrar to resolve complex issues in person.

Adjacencies

- Ground floor location preferred. Uses portions of Student Financial Services vault
- Connected to Student Financial Services and Office of the Registrar
- Near a comfortable student lounge area
- Near Veteran Certification

Functional Requirements

- One public check-in counter.
- Confidential spaces to meet with students
- Call center for financial aid questions

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	24	2,632
Work Stations	1	72
Sub-Total	25	2,704
Office Support		216
Instructional Support		-
Office & Archival Storage		216
Meeting & Touch-down Rooms		909
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		4,045

Student Financial Services

Description

Primary transaction center serving students, faculty and staff. Includes; cashiers, accounting, billing, collections and ID services.

Adjacencies

- Shares vault with Financial Aid
- Should be connected to Financial Aid and Office of the Registrar
- First floor location preferred

Functional Requirements

- Fire-proof and secure financial and file storage. Better security design and panic buttons
- Confidential collections call center
- Area for financial literacy training and three private counseling spaces
- Requires up to 12 transaction windows with better line queuing
- Self-service kiosks and information center
- Prefer shared conference and break rooms with other ground floor occupants
- Access to approximately 5 conference rooms needed for ground floor occupants
- Access control from public area

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	7	700
Work Stations	29	2,080
Total	36	2,780
Office Support		222
Instructional Support		-
Office & Archival Storage		222
Meeting & Touch-down Rooms		934
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		4,159

Office of the Registrar

Description

Registration is increasing on-line, special registration problems handled in person. Includes veteran certification, degree requirements and class audits. Repository for all student registration records.

Adjacencies

- Should be connected to Student Financial Services and Financial Aid
- First floor location preferred
- Archival storage should be in basement

Functional Requirements

- Better space consolidation and circulation flow
- Reception area
- Requires six transaction windows with privacy screens, better line queuing and self-service kiosks – transaction stations are separate from required staff desk work stations
- Improved office copy and workroom
- Additional space for archival records storage
- Four station scanner center
- Call Center with 4 stations with noise reduction separation
- Touch-down consultation office desk and two visitors

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	5	804
Work Stations	30	1,728
Total	35	2,532
Office Support		203
Instructional Support		-
Office & Archival Storage		203
Meeting & Touch-down Rooms		851
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		3,788

Office of Information Technology – ITS

Description

Maintains instructional technology throughout the building.

Adjacencies

- Can be in basement.
- Easy access to classrooms

Functional Requirements

- Easy delivery and distribution access.
- Secure inventory and maintenance area

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	2	288
Work Stations	1	72
Total	3	360
Office Support		29
Instructional Support		-
Office & Archival Storage		29
Meeting & Touch-down Rooms		121
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		539

Office of Information Technology – Computer Labs.

Description

Student drop-in labs and training classrooms.

Adjacencies

- Distributed and easily accessed by students.
- Adjacent equipment storage

Functional Requirements

- Lab monitor workstation
- Open extended hours. Access control.
- Low contrast and glare work environment.
- One 30 seat computer lab close to World Languages and Literatures
- One 30 seat computer lab close to English
- One 40 seat computer lab close to Math and Statistics
- One 60-70 station training room

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	0	
Work Stations	1 per lab.	
Total	0	-
Office Support		-
Instructional Support		335
Office & Archival Storage		335
Meeting & Touch-down Rooms		-
Classrooms & Seminar Rooms		1,070
Class Labs. & Studios		3,116
Total		4,856

Conflict Resolution

Description

Academic Program. The trend is toward more on-line courses and virtual organizations.

Adjacencies

- Should be near Philosophy, Sociology and Psychology
- Also collaborates with Office of International Studies and School of Gender, Race and Nations.

Functional Requirements

- Develop a collaborative conflict resolution center.
- Shared office space for adjuncts
- Meeting space with reference area
- Two seminar/ reading/ dissertation rooms seating 6 - 10.
- Access to shared breakroom.

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	8	810
Work Stations	1	72
Total	9	882
Office Support		71
Instructional Support		-
Office & Archival Storage		71
Meeting & Touch-down Rooms		296
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		1,319

Philosophy

Description

Academic Program.

Adjacencies

- Near Conflict Resolution

Functional Requirements

- Group all functions together and on a single floor
- Conference/ seminar room that can seat 20
- Copy/ work room
- Kitchen

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	13	1,698
Work Stations	1	72
Total	14	1,770
Office Support		142
Instructional Support		-
Office & Archival Storage		142
Meeting & Touch-down Rooms		595
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		2,648

World Languages and Literatures

Description

Academic program, primarily classroom setting. There are 20 language instruction clusters and approximately 7 language clubs.

Adjacencies

- Main office close to a 30 seat computer lab.
- Near Russian Flagship Center

Functional Requirements

- World language commons for viewing foreign language medias, with breakout rooms
- Language lab seating 24
- language clusters should be grouped
- Shared adjunct offices
- Shared graduate teaching assistant offices
- Two foreign language recording rooms
- Need nearby access to 30 seat classroom with tablet-arm seating
- Copying/ workroom
- Kitchen/ lounge/ breakroom
- Access to shared conference rooms

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	60	7,638
Work Stations	4	280
Total	64	7,918
Office Support		633
Instructional Support		25
Office & Archival Storage		633
Meeting & Touch-down Rooms		2,660
Classrooms & Seminar Rooms		-
Class Labs. & Studios		307
Total		12,176

Russian Flagship Program

Description

Academic program through World Language and Literatures for cross-disciplinary majors. Provides language emersion instructional support.

Adjacencies

- Near World Languages and Literatures

Functional Requirements

- Need student lounge/ seminar room

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	2	200
Work Stations	0	-
Total	2	200
Office Support		16
Instructional Support		13
Office & Archival Storage		29
Meeting & Touch-down Rooms		-
Classrooms & Seminar Rooms		158
Class Labs. & Studios		-
Total		415

English Department

Description

Academic program, primarily classroom setting. Separate offices for English MFA program, Ooligan Press and Comic Studies. Growing use of digital publishing.

Adjacencies

- Adjacent to Ooligan Press and Writing Center
- Near World Languages and Literatures
- Comic Studies a partnership with School of Art and Design
- Film Studies a partnership with School of Theater and Film

Functional Requirements

- Shared offices for adjuncts
- Shared offices for graduate teaching assistants
- Shared Film review room with School of Theater and Film
- Conference room that seats 28 – 34.
- Two seminar/ dissertation rooms seating 8 – 12.
- Kitchen/ lounge/ breakroom and Copying/ workroom
- Access to additional shared conference rooms
- Access to 30 seat classrooms and 20 seat seminar rooms (75% of classes < 30 enrollment)

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	45	5,438
Work Stations	5	328
Total	50	5,766
Office Support		461
Instructional Support		17
Office & Archival Storage		478
Meeting & Touch-down Rooms		1,937
Classrooms & Seminar Rooms		208
Class Labs. & Studios		-
Total		8,867

English Department – Ooligan Press

Description

Academic MFA publishing program. Paper and virtual media.

Adjacencies

- Adjacent to English Department

Functional Requirements

- Heavy printing press and typeset storage
- Requires increased space allocation for type setting space, plumbing required
- Printing press should be a working display piece
- Soft seminar/ meeting/ reading area
- Digital publishing computer lab seating 20

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	3	380
Work Stations	0	-
Total	3	380
Office Support		30
Instructional Support		34
Office & Archival Storage		64
Meeting & Touch-down Rooms		128
Classrooms & Seminar Rooms		-
Class Labs. & Studios		401
Total		1,057

Fariborz Maseeh Department of Mathematics and Statistics

Description

Academic program, primarily classroom setting.
Department growth restricted by insufficient space.

Adjacencies

- Works closest with engineering and the sciences.

Functional Requirements

- Large math tutoring area, seating 40 – 60.
- Additional 24 seat computer lab.
- Additional 20 seat meeting/ seminar room
- Kitchen/ lounge/ breakroom and copy/ workroom
- Improved locational identity and wayfinding

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	43	5,226
Work Stations	1	72
Total	44	5,298
Office Support		424
Instructional Support		267
Office & Archival Storage		691
Meeting & Touch-down Rooms		1,780
Classrooms & Seminar Rooms		3,338
Class Labs. & Studios		-
Total		11,798

School of Art and Design

Description

Academic studio programs including; drawing, painting, print making, digital design, photography and metals fabrication. Courses are primarily place based.

Adjacencies

- School is currently split across four buildings and should be consolidated together
- Works closely with other schools in the College Of The Arts

Functional Requirements

- Requires additional student lockers and critic space.
- Gallery should be more publicly accessible, preferably on the ground floor
- Studios require high ceiling, consistent natural light levels, appropriate temperature and air control
- Gas fired metal smelting and casting studio with exhaust hoods
- Digital photography lab and film processing lab should be adjacent
- Film processing lab with chemical waste collection, fume hoods and snorkels
- Print making studio with chemical waste collection and exhaust system
- Additional 30 seat computer instruction lab.
- After hour student access, access control required for labs. and studios

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	15	2,064
Work Stations	0	-
Total	15	2,064
Office Support		165
Instructional Support		777
Office & Archival Storage		942
Meeting & Touch-down Rooms		694
Classrooms & Seminar Rooms		-
Class Labs. & Studios		9,715
Total		14,357

School of Theater and Film

Description

Academic studio program for film production instruction. Shares the facilities with the PSU TV student organization in developing broadcast content. Shares the space with the Office of Information Technology and the Office of Academic Innovation for filming faculty on-line content.

Adjacencies

- Works closely with the Schools of Art and Design and English
- May not be located in Neuberger Hall

Functional Requirements

- Additional space allocation required for film equipment storage
- Secure storage for various users
- Film review room shared with English Department Film Studies

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	0	-
Work Stations	1	72
Total	1	72
Office Support		6
Instructional Support		28
Office & Archival Storage		33
Meeting & Touch-down Rooms		24
Classrooms & Seminar Rooms		-
Class Labs. & Studios		344
Total		507

General Pool Classrooms

Description

General pool classrooms serve the needs of all the building occupants and the campus at large. Room sizes and furniture types are intended to meet the needs of the occupants as well as those of the general university.

Size	Existing			Standard		
	Total	Tables	Tablets	Total	Tables	Tablets
<16	4	2	2	2	2	0
16-25	7	3	4	7	3	4
26-35	9	5	4	11	4	7
36-45	1	1	0	4	2	2
46-55	6	5	1	3	3	0
56-75	6	6	0	7	6	1
76-100	1	0	1	0	0	0
101-125	0	0	0	1	0	1
Total	34	22	12	35	20	15
Seats	1304			1370		
Change				5%		

Functional Requirements

- Natural light is preferred, but not required
- Flat floors preferred
- Ceiling heights 10 feet minimum
- Good lighting and acoustics
- Provide nearby seating area for students waiting for class
- Provide secure instructional materials storage in or near classrooms as appropriate
- Provide classrooms near English, World Languages and Literatures, and Math and Statistics

Net Space Requirements

Space Type	Qty	Area
Office Support		-
Instructional Support		2,162
Office & Archival Storage		-
Meeting & Touch-down Rooms		-
Classrooms & Seminar Rooms		27,027
Class Labs. & Studios		-
Total		29,189

Shared and Common Spaces

Description

Common area includes; lobbies, lounges, study areas and classroom waiting areas. It also includes spaces shared by the building occupants, such as; conference rooms, kitchens, breakrooms and other similar spaces. Wherever possible, the sharing of spaces is encouraged.

Adjacencies

- No full-time faculty or staff should be located in the basement
- Provide active uses at the ground level facing Broadway
- Waiting areas should be provided near all classrooms
- Shared spaces are to be located on the same floor as the occupants they are intended to serve

Functional Requirements

- All stories and mezzanines are to be fully ADA accessible
- Natural light is preferred in common areas and offices

Net Space Requirements

Space Type	Qty	Area
Student Service queuing lobby	1	2,500 - 3,500
Lounges, study and waiting areas		6,000 – 6,500
Shared Spaces		2,000 – 4,000
Circulation		14,000 +/-

Other Departments to be Included

Office of Graduate Studies and Admissions

Description

Graduate student services providing recruitment and admissions processing for graduate applicants.

Adjacencies

- Graduate Admissions should be on the first floor
- Graduate Admissions should be near Student Financial Services and Office of the Registrar
- Graduate Admissions should be near a comfortable student lounge area
- Graduate Studies can be on an adjacent floor

Functional Requirements

- Kitchen/ staff lounge
- Can use shared conference rooms
- Confidential spaces to meet with students
- No service counter

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	8	1,056
Work Stations	7	452
Total	15	1,508
Office Support		121
Instructional Support		-
Office & Archival Storage		121
Meeting & Touch-down Rooms		507
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		2,256

Academic Advising

Description

Provides academic plan advising for first time, transfer and continuing students.

Adjacencies

- Academic advising should be on the first floor
- Suite should be easily identifiable
- Suite should be centrally located and near Financial Aid, Office of the Registrar and the Disability Resource Center
- Should be near a comfortable student lounge area

Functional Requirements

- Student reference area, small waiting area and reception
- Confidential advising stations/ offices
- Confidential spaces to meet with students
- No lobby transaction windows

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	8	1,468
Work Stations	1	72
Total	9	1,536
Office Support		123
Instructional Support		-
Office & Archival Storage		123
Meeting & Touch-down Rooms		516
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		2,298

Career Advising

Description

Adjacencies

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	15	1,400
Work Stations	5	344
Total	20	1,744
Office Support		140
Instructional Support		-
Office & Archival Storage		140
Meeting & Touch-down Rooms		586
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		2,609

English – The Writing Center

Description

Adjacencies

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	0	-
Work Stations	0	-
Total	0	-
Office Support		-
Instructional Support		55
Office & Archival Storage		55
Meeting & Touch-down Rooms		-
Classrooms & Seminar Rooms		-
Class Labs. & Studios		693
Total		804

School of Gender, Race and Nations

Description

Academic program, primarily classroom setting. Currently located in the Parkmill building. Includes Black Studies, Chicano/Latino Studies, Indigenous Studies, Women/Gender/Sexuality Studies and SGRN administration.

Note: Additional interviews should be conducted with the school.

Adjacencies

- No key adjacencies noted, but part of College of Liberal Arts and Sciences.

Functional Requirements

- Group individual departments

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	25	2,793
Work Stations	6	380
Total	31	3,353
Office Support		254
Instructional Support		-
Office & Archival Storage		254
Meeting & Touch-down Rooms		1,066
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		4,747

Disability Resource Center

Description

Student service provider.

Note: Additional interviews should be conducted with the DRC.

Adjacencies

- Must be on ground level
- Works with Veteran Services and Office of the Registrar

Functional Requirements

- Five confidential offices
- Four station resource center
- Assistance device training room to accommodate three at table stations
- Additional space may be required due to continued growth

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	5	500
Work Stations	4	216
Total	9	716
Office Support		57
Instructional Support		-
Office & Archival Storage		57
Meeting & Touch-down Rooms		241
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		1,071

Other Departments Studied but not Included

Admissions

Description

Student Admission Center not located in NH. Admissions services in NH include records management and technology support. Does not require public interaction.

Adjacencies

- Supports admissions functions located in ASRC
- To be located outside Neuberger Hall
- Works with Financial Aid, Student Financial Services and Office of the Registrar
- Archival storage should be outside of NH

Functional Requirements

- Additional space for archival records storage.

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	4	400
Work Stations	10	758
Sub-Total	14	1,158
Office Support		93
Instructional Support		-
Office & Archival Storage		93
Meeting & Touch-down Rooms		389
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		1,732

Speech and Hearing Sciences – Instruction and Clinic

Description

Academic program and integrated public speech and hearing clinic.

Adjacencies

- Move out of basement, could be moved to a different building.
- Should be in a more public location, close to parking and mass-transit.
- Prefer a ground floor location
- Adjacent to Department of Communication and Linguistics
- Not to be located in Neuberger Hall

Functional Requirements

- Group room seating 30 with two 6 person observation rooms
- Shared adjunct offices
- Audible testing booths
- Faculty research lab. space
- Copy/ workroom with wet lab area
- Kitchen
- Secure patient records room
- Access to shared conference rooms

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	19	2,828
Work Stations	1	72
Total	20	2,900
Office Support		232
Instructional Support		258
Office & Archival Storage		490
Meeting & Touch-down Rooms		974
Classrooms & Seminar Rooms		1,181
Class Labs. & Studios		2,043
Total		8,078

CLAS Research Support Services

Description

Provides research accounting support for CLAS departments throughout the campus.

Adjacencies

- Works closely with CLAS Dean's Office located in Cramer Hall
- Works closely with Sponsored Research Accounting located in Market Center Building
- Not to be located in NH

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	1	100
Work Stations	9	751
Total	10	851
Office Support		68
Instructional Support	-	
Office & Archival Storage		68
Meeting & Touch-down Rooms		286
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		1,273

Oregon Center for Public Humanities

Description

Adjacencies

Not to be located in NH

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	1	182
Work Stations	0	-
Total	1	182
Office Support		15
Instructional Support	-	
Office & Archival Storage		15
Meeting & Touch-down Rooms		61
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		272

Departmental Advising

Description

Adjacencies

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	20	1,910
Work Stations	3	216
Total	23	2,126
Office Support		170
Instructional Support		-
Office & Archival Storage		170
Meeting & Touch-down Rooms		714
Classrooms & Seminar Rooms		-
Class Labs. & Studios		-
Total		3,180

STEM Institute

Description

Adjacencies

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	2	200
Work Stations	0	-
Total	2	200
Office Support		16
Instructional Support		21
Office & Archival Storage		37
Meeting & Touch-down Rooms		67
Classrooms & Seminar Rooms		-
Class Labs. & Studios		263
Total		604

McNair Program

Description

Adjacencies

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	1	100
Work Stations	2	207
Total	3	307
Office Support		25
Instructional Support		20
Office & Archival Storage		45
Meeting & Touch-down Rooms		103
Classrooms & Seminar Rooms		-
Class Labs. & Studios		252
Total		752

Louis Stokes Alliance for Minority Participation

Description

Adjacencies

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	1	180
Work Stations	3	298
Total	4	478
Office Support		38
Instructional Support		42
Office & Archival Storage		80
Meeting & Touch-down Rooms		161
Classrooms & Seminar Rooms		-
Class Labs. & Studios		525
Total		1,324

EXITO Program

Description

Adjacencies

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	3	300
Work Stations	10	560
Total	13	860
Office Support		69
Instructional Support		53
Office & Archival Storage		121
Meeting & Touch-down Rooms		289
Classrooms & Seminar Rooms		-
Class Labs. & Studios		656
Total		2,048

The Learning Center (Tutoring)

Description

Adjacencies

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	3	300
Work Stations	2	142
Total	5	442
Office Support		35
Instructional Support		94
Office & Archival Storage		130
Meeting & Touch-down Rooms		149
Classrooms & Seminar Rooms		-
Class Labs. & Studios		1,178
Total		2,028

Office of Academic Innovation

Description

Adjacencies

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices		
Work Stations		
Total		1,756
Office Support		170
Instructional Support		-
Office & Archival Storage		200
Meeting & Touch-down Rooms		760
Classrooms & Seminar Rooms		-
Class Labs. & Studios		3,137
Total		6,023

Department of Communication

Description

Adjacencies

Adjacent to Linguistics
Adjacent to Speech and Hearing
Near Sociology

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	14	1,444
Work Stations	1	72
Total	15	1,516
Office Support		121
Instructional Support		76
Office & Archival Storage		198
Meeting & Touch-down Rooms		509
Classrooms & Seminar Rooms		-
Class Labs. & Studios		954
Total		3,375

Linguistics

Description

Adjacencies

Adjacent to Department of Communication

Functional Requirements

Sociology

Description

Academic program. Primarily classroom setting, but increasingly on-line. Currently located in Cramer Hall. Part of social sciences cluster.   Would prefer to be located in a social sciences building long-term.

Adjacencies

- Adjacent to Psychology, and Speech and Hearing
- Near Communications and Anthropology
- Near Conflict Resolution
- Works with School of Social Work and College of Urban and Public Affairs
- May not be located in Neuberger Hall

Functional Requirements

- Shared adjunct offices
- Shared graduate assistant office
- Scheduling access to one 60 seat computer lab.
- Classrooms and Seminar rooms for specialized graduate courses and dissertations
- Access to shared conference rooms

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	12	1,992
Work Stations	1	72
Total	13	2,064
Office Support		165
Instructional Support		96
Office & Archival Storage		261
Meeting & Touch-down Rooms		694
Classrooms & Seminar Rooms		-
Class Labs. & Studios		1,194
Total		4,377

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	18	2,121
Work Stations	3	216
Total	21	2,337
Office Support		187
Instructional Support		65
Office & Archival Storage		252
Meeting & Touch-down Rooms		785
Classrooms & Seminar Rooms		813
Class Labs. & Studios		-
Total		4,439

Psychology

Description

Academic program, primarily classroom setting. Currently located in Cramer Hall. Part of social sciences cluster. Would prefer to be located in a social sciences building long-term.

Adjacencies

- Adjacent to Sociology, and Speech and Hearing
- Near Communications and Anthropology
- Near Conflict Resolution
- Works with School of Social Work and College of Urban and Public Affairs
- May not be located in Neuberger Hall

Functional Requirements

- Group room and 4 -6 observation rooms
- Office space for departmental research
- Needs additional class lab seminar room
- Near 48, 100 and 150 seat classrooms

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	26	3,353
Work Stations	0	-
Total	26	3,353
Office Support		268
Instructional Support		462
Office & Archival Storage		731
Meeting & Touch-down Rooms		1,127
Classrooms & Seminar Rooms		1,002
Class Labs. & Studios		4,778
Total		11,721

Anthropology

Description

Adjacencies

- Near Psychology, and Sociology

Functional Requirements

Net Space Requirements

Space Type	Qty	Area
Office Space		
Offices	16	1,506
Work Stations	0	-
Total	16	1,506
Office Support		120
Instructional Support		328
Office & Archival Storage		448
Meeting & Touch-down Rooms		506
Classrooms & Seminar Rooms		-
Class Labs. & Studios		4,098
Total		7,007

Preferred Option Department Locations & Space Allocation

GASF By Floor	Basement	1st Fl	2nd Fl	2nd Fl Mez	3rd Fl	3nd Fl Mez	4th Fl	4th Fl Mez	5th Fl	Total
OIT ITS	1,624									1,624
Academic Advising		2,435								2,435
Financial Aid		4,658								4,658
Student Financial Serv.		4,994								4,994
Office of the Registrar	331	4,266								4,597
Graduate Admissions		2,485								2,485
DRC		1,253								1,253
Retail		325								325
Career Services			3,051							3,051
Art & Design		1,420	15,476	2,500						19,396
SGRN			3,800	1,298						5,098
English					10,406					10,406
Olligan Press					1,785					1,785
Writing Center					900					900
Math					9,400	3,358				12,758
WLL							12,417			12,417
RFC							575			575
Philosophy							1,424	1,563		2,987
Conflict Resolution							1,260	250		1,510
Film									3,611	3,611
Sub-total Dept. GASF	1,955	21,836	22,327	3,798	22,491	3,358	15,676	1,813	3,611	96,865
Classrooms	15,645		2,821		3,746		5,811			28,023
Computer Labs	5,095									5,095
Shared Conf. Rms.	303		340				356	818		1,817
Open Lounge/ Seating	880	3,210			1,230	68	664	175		6,227
Transaction Lobby		2,400								2,400
Floor GASF	23,878	27,446	25,488	3,798	27,467	3,426	22,507	2,806	3,611	140,427
GASF - Gross Allocated Square Feet										