

INSPIRING INCLUSIVE EXCELLENCE

UTSC SPACE PLAN

2021-26

The Changing Workplace

OUR WORKPLACE IS CHANGING BECAUSE...

post-covid many staff positions may continue with hybrid working (part of the week on-campus and part of the week at home)

Hybrid working will allow for repurposing of excess offices for new hires and to provide new amenities (bookable meeting rooms, etc.)

chair offices designated and consistently assigned (assumes change of occupant when Chair changes)

meeting rooms and lounges shared and bookable by all

shared occupancy offices require options for staff to book into private workrooms, meeting rooms, and access to lockable files storage.

graduate student and emeritus may each be provided a suite of space(s) on campus to include a variety of shared amenities

PRINCIPLES:

private offices for full-time faculty

private offices for administrative staff at manager level or above where available, all other staff offices primarily shared or open plan

chair offices designated and consistently assigned (assumes change of occupant when Chair changes)

meeting rooms and lounges shared and bookable by all

move to shared occupancy admin offices may provide opportunity to repurpose offices for additional bookable spaces for meetings and private work

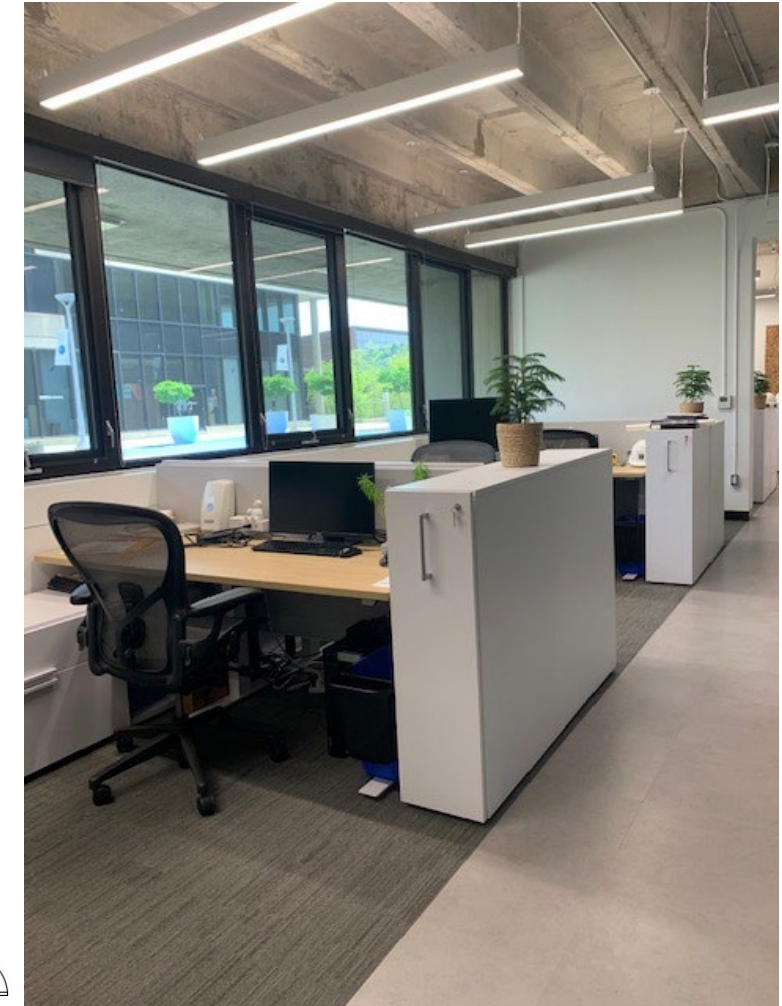
graduate student and emeritus to be provided suite of space(s) on campus to include a variety of shared amenities

visiting faculty moved to shared internal offices with allocation considered across building occupancy annually or bi-annually

research team and EDU:C private dedicated workrooms transitioned, where possible, to bookable meeting space with dedicated lockable files storage³

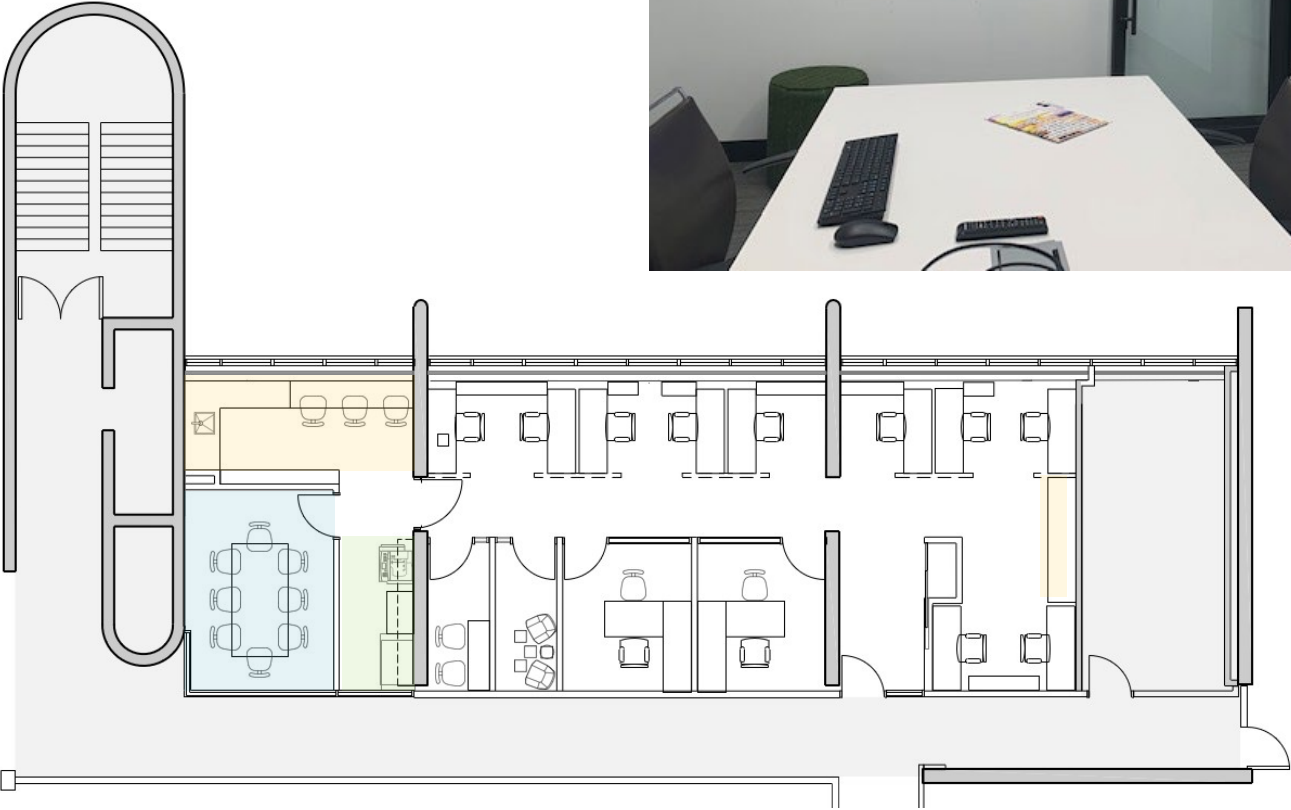
WORK-PLACE: SW302

- Open workstations (3sm) at window wall with lockable storage;
- Senior Managers in private offices (9sm) interior facing, fully glazed for openness;
- Bookable private workrooms (4sm)



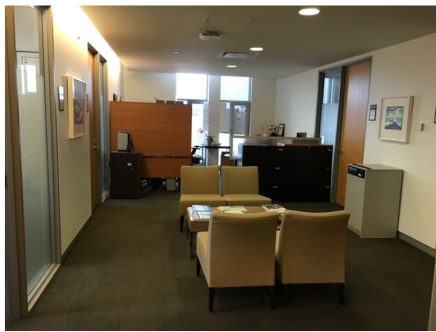
WORK-PLACE: SW302

- Tech enabled meeting room
- Kitchenette with lunch-bar
- Photocopy / Supply Storage



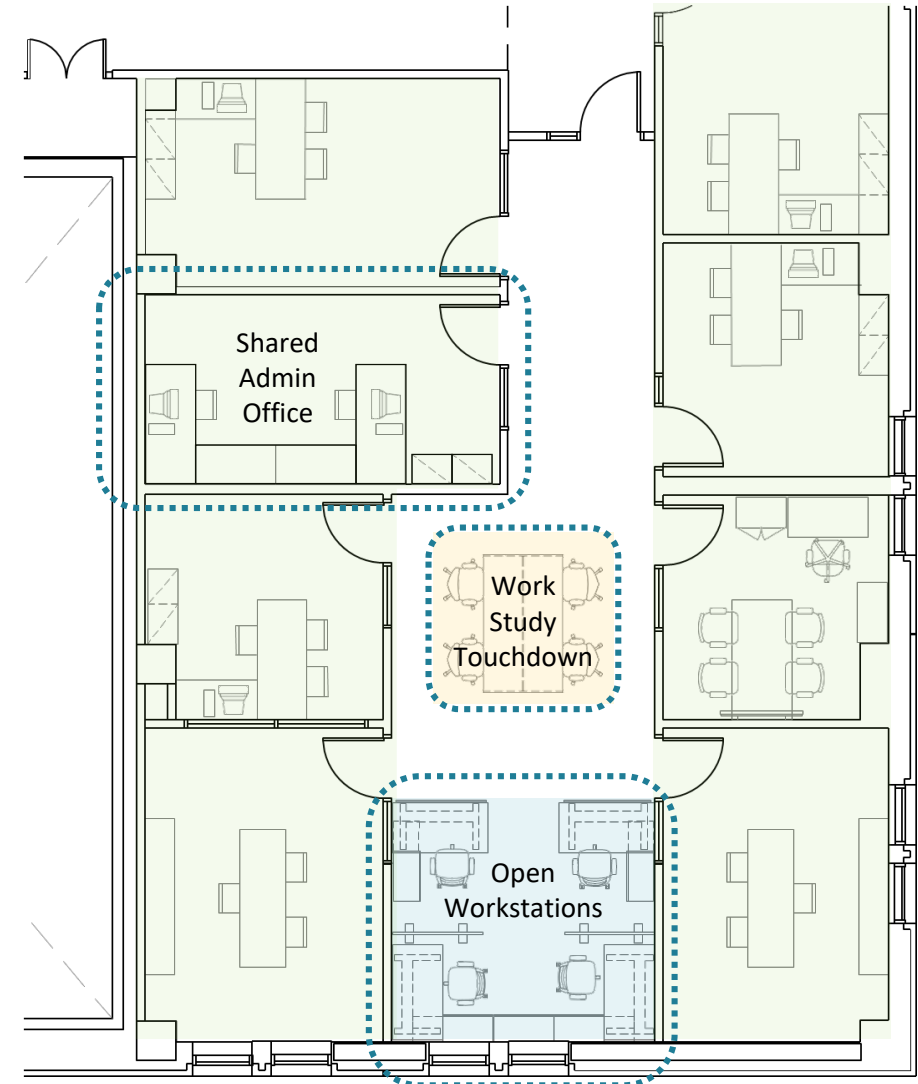
WORK-PLACE: AA415

- Open workstations (2.5sm) at window wall,
- Director level in private offices at window (11sm) and interior facing (16sm),
- Work-study touchdown table (seats 4) with integrated power
- Private office (16sm) revised to shared admin office



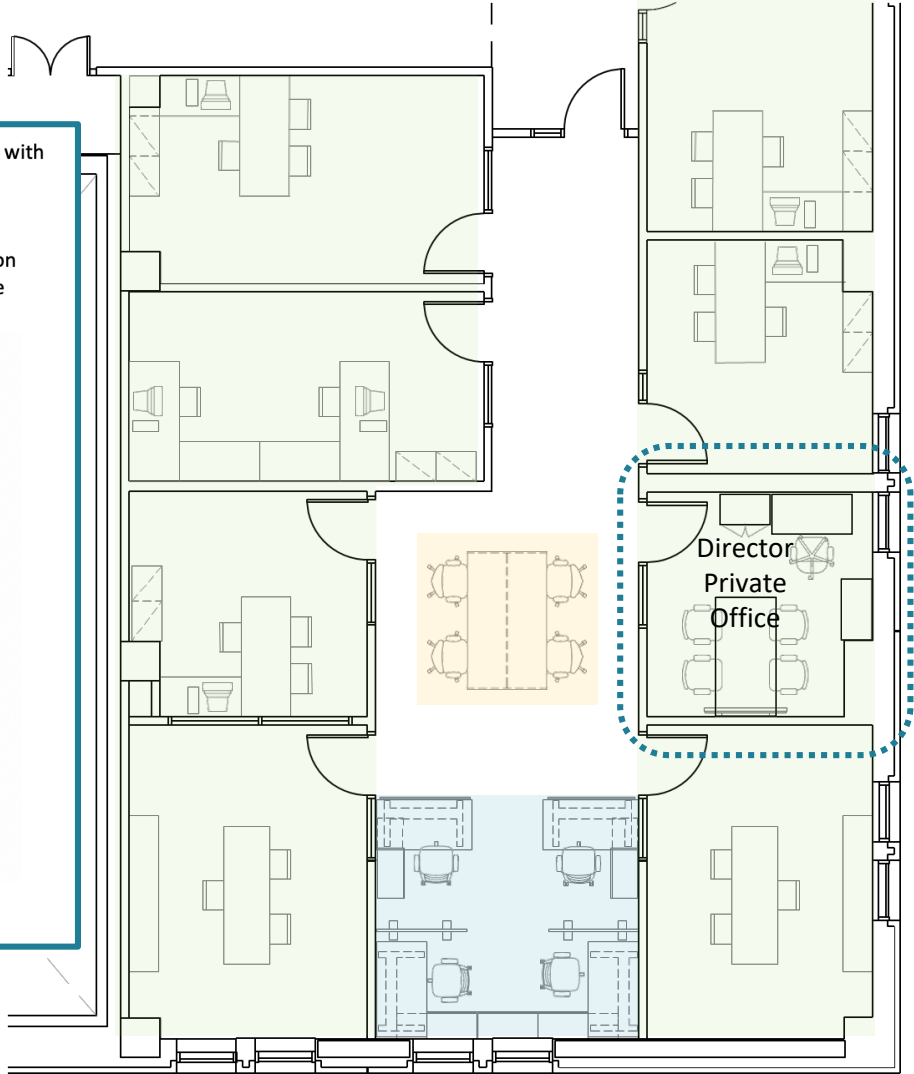
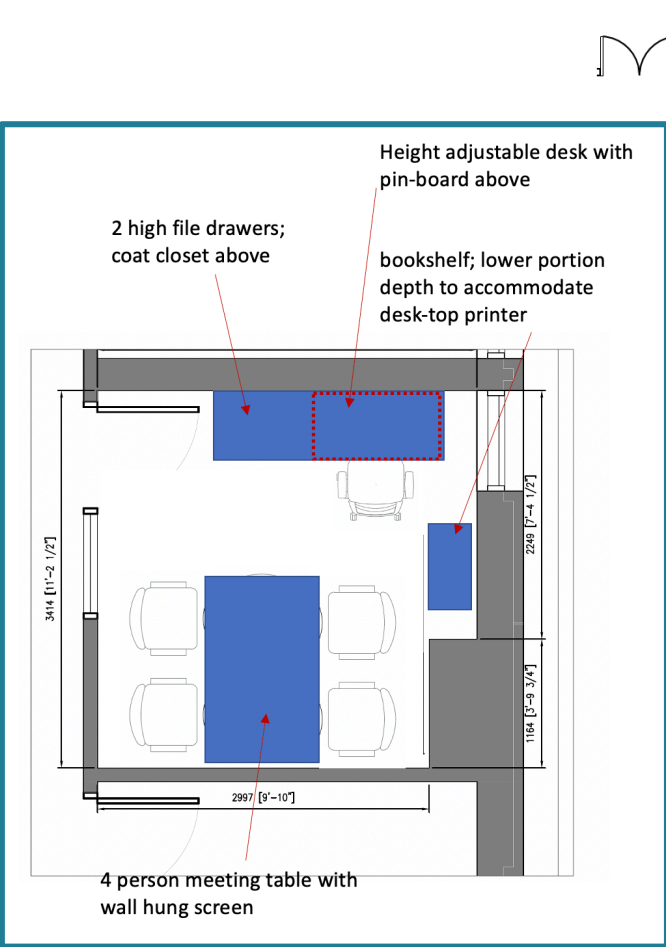
Before

After



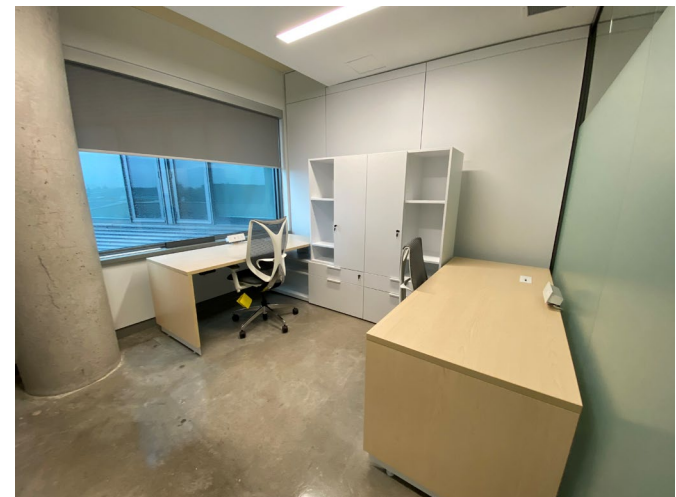
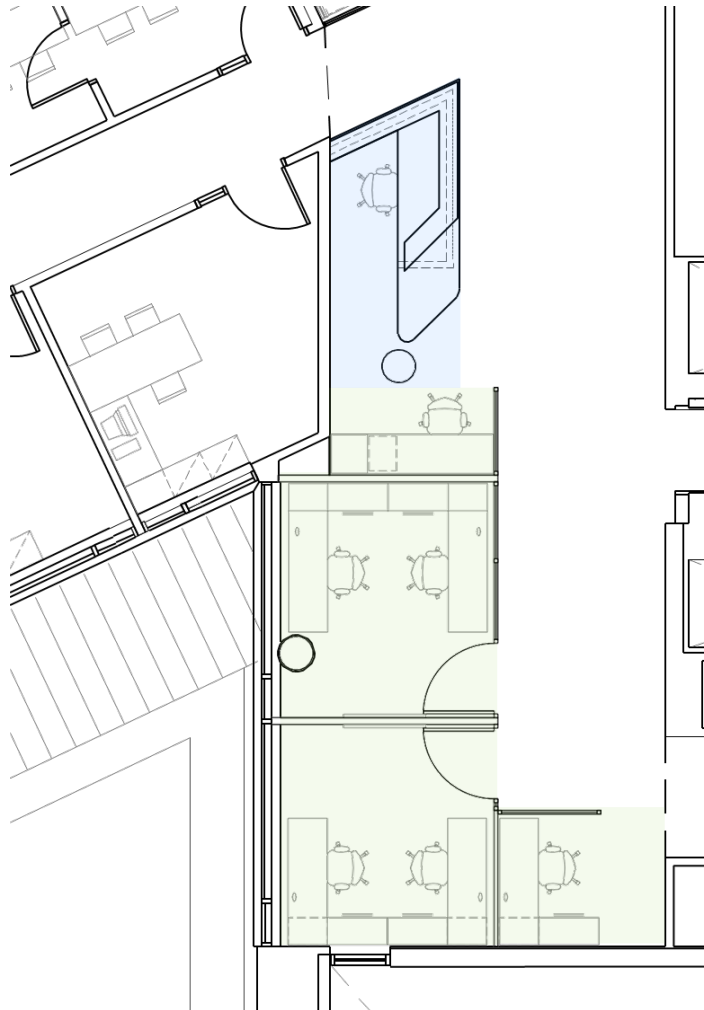
WORK-PLACE: AA417

- Private Director Office (11sm) refurbished to accommodate hybrid use
 - Meeting space with integrated technology prioritized (seats 3-5)
 - Sit-stand workstation; paired down storage



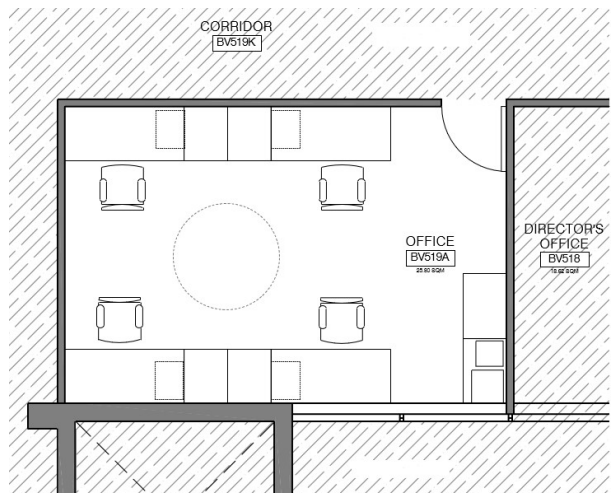
WORK-PLACE: AA4 INFILL OFFICES

- 10-11nasm double offices
- 4-5nasm open workstations
- Adjustable height workstations
- Individual lockable storage

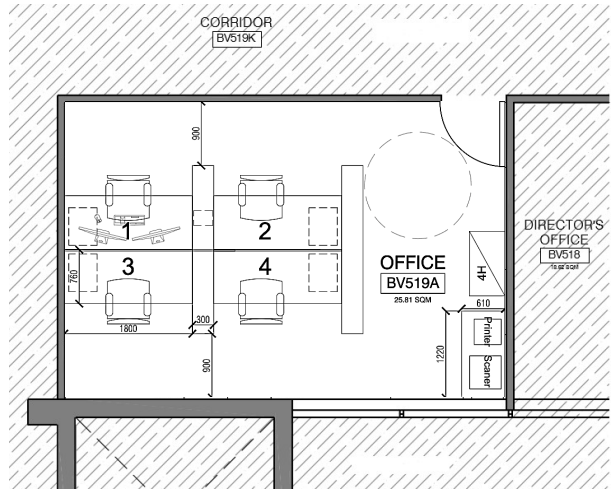


WORK-PLACE: BV519A (FINANCIAL SERVICES SHARED OFFICE)

- Files in Storage Room (26sm) were relocated to create a new office space for 4 Administrative Staff.
- Individual workstations with lockable storage (4sm ea.)
- Kitchenette, Meeting Room, Support Room on floor
- Consideration to transition single offices to doubles elsewhere on floor to add bookable meeting rooms



Final layout selected to maintain 2m distancing

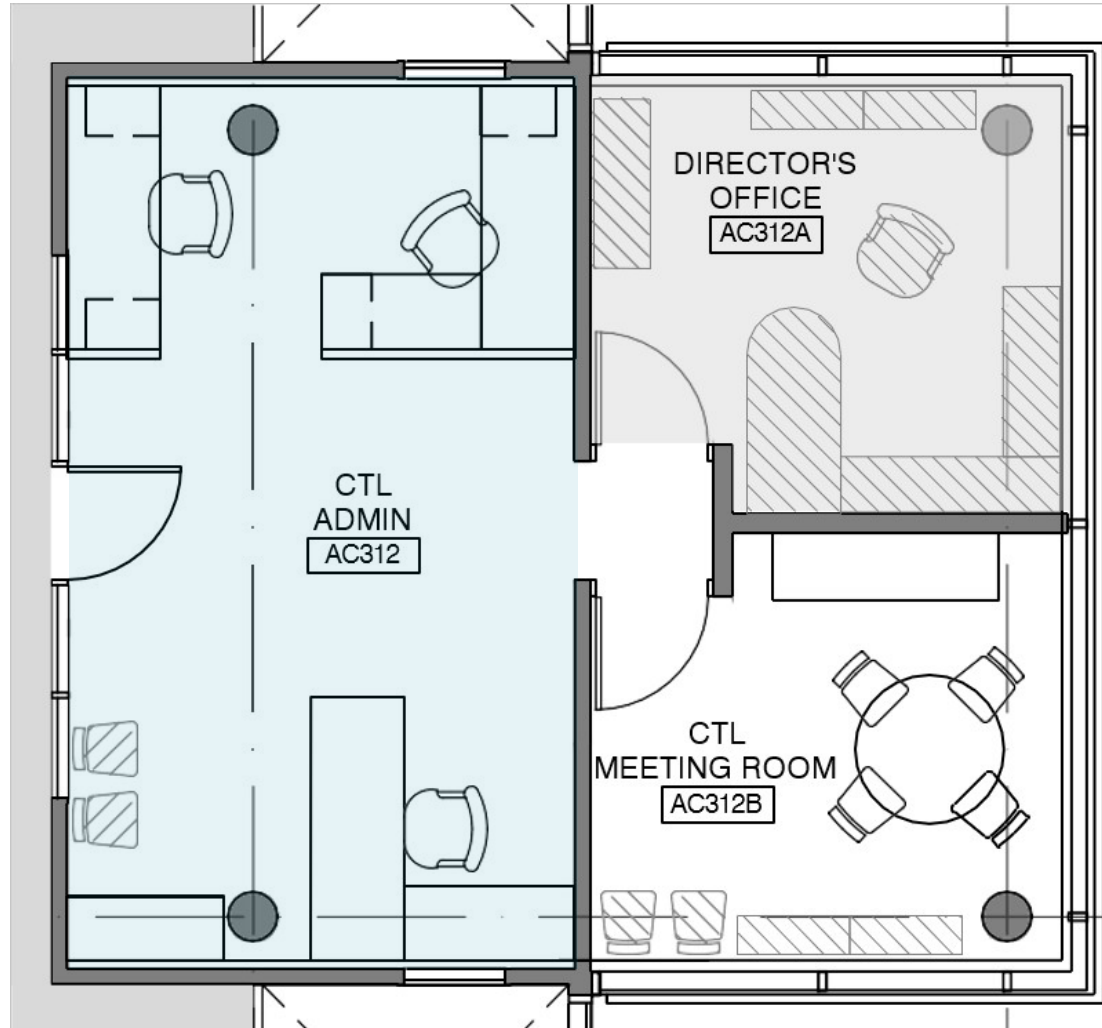


Alternate layout also available post-COVID



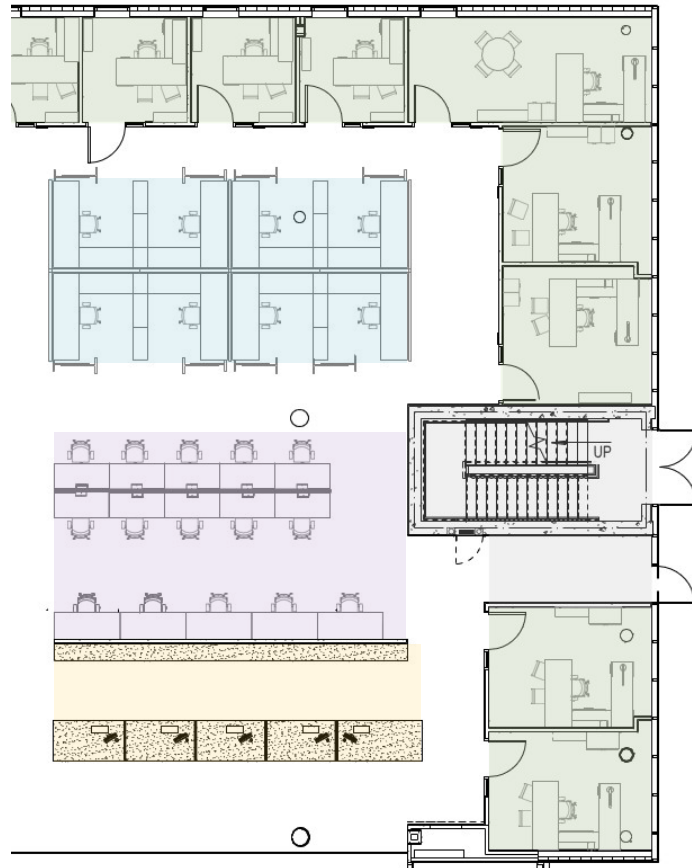
WORK-PLACE: AC312 CTL SHARED OFFICE

- Combination of shared Admin Office space (30sm) with open workstations (3-5sm), a Private Office, and shared Meeting Room (12sm each).
- Lockable storage
- Kitchenette, Meeting Room, and Support Rooms on floor nearby



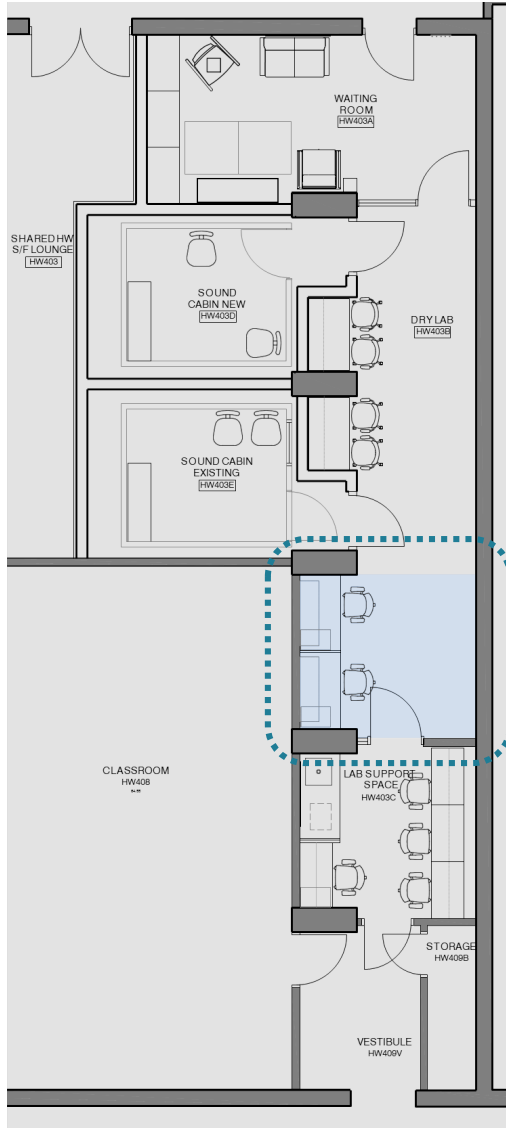
WORK-PLACE: HL141 REGISTRAR'S OFFICE

- Open Admin workstations (6sm) with half-height sliding partition doors
- Private offices situated along the exterior windows have sidelights and transoms to share natural light
 - Private Admin offices (8sm)
 - Asst. Registrars' & Managers' offices (15sm)
 - Registrar's Office (19sm)
- Touchdown stations (2sm) for staff who work at the front desk; work-study, etc.
- Office Storage/Printer in common area



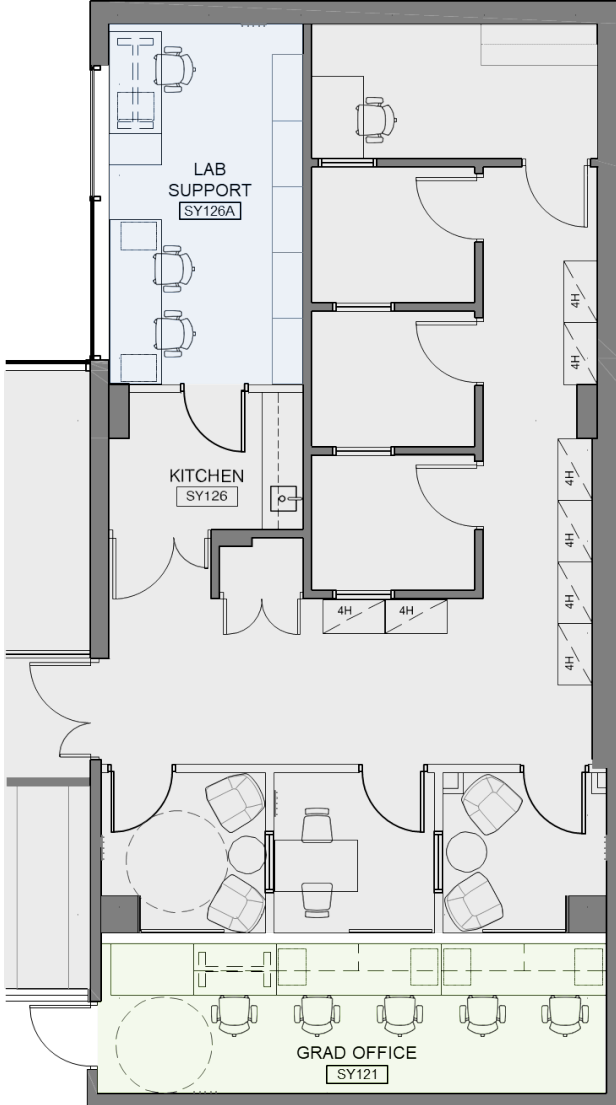
WORK-PLACE: HW403 GRAD/RESEARCH OFFICES

- Shared workstations (2sm)
- Lockable overhead storage & mobile pedestals



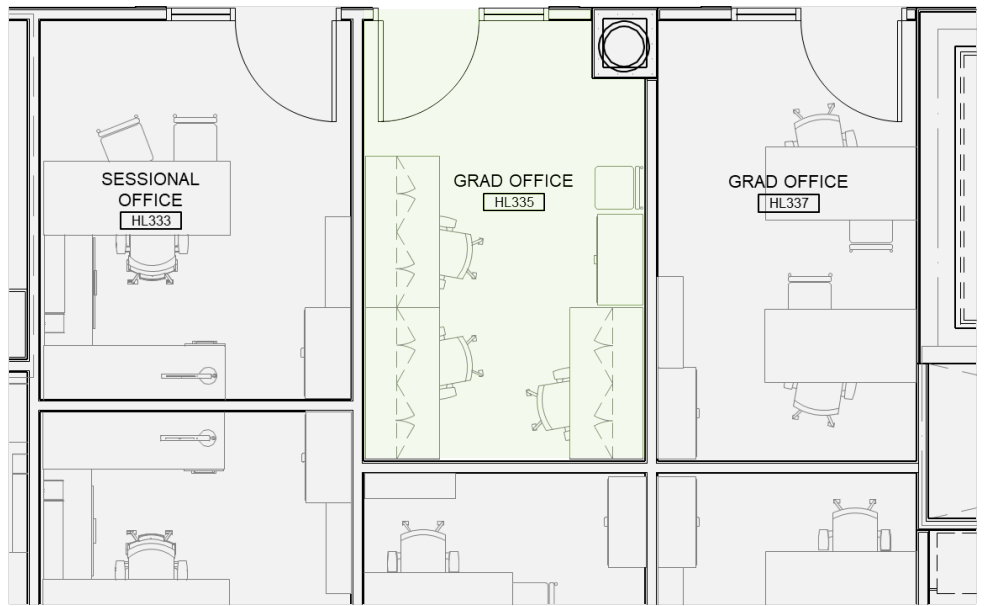
WORK-PLACE: SY GRAD/RESEARCH OFFICES

- Shared workstations (2-3sm)
- Lockable overhead storage & mobile pedestals



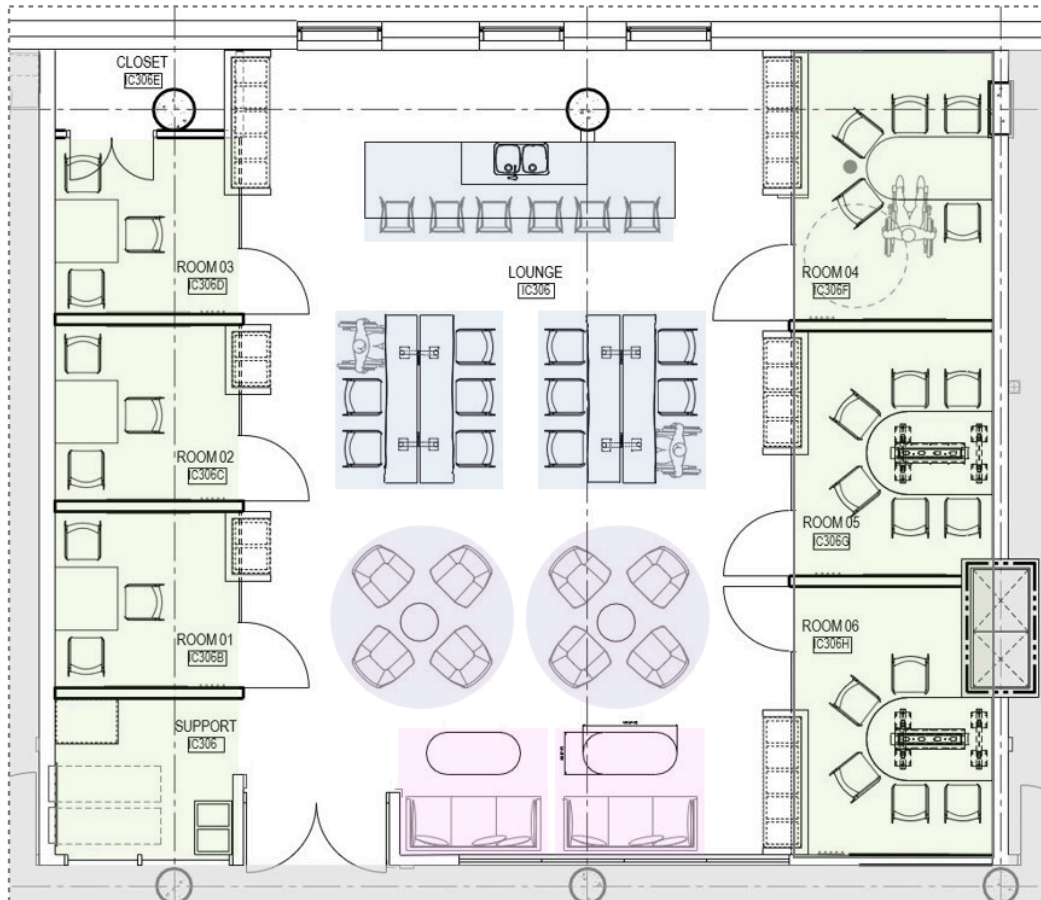
WORK-PLACE: HL335 GRADUATE/POST DOC OFFICE

- Shared private office (3 workstations at 2sm each) facing atrium corridor (not on window wall)
- Lockable storage
- Sidelight with film provided for safety and borrowed access to natural light



IC306: MANAGEMENT GRAD LOUNGE & STUDY SPACE

- Bookable tech-enhanced group study rooms
- Lounge, kitchenette, table seating for study
- lockers



WORK-PLACE: AC313 CTL BOOKABLE ROOMS

- Tech-Enhanced Rooms available for collaborative learning and conferencing

