

## Reviewer's Report - Division/Unit Goals Report

### University of Florida

#### Academic Affairs

#### Student Affairs

##### Student Affairs Mission

Student Affairs actively contributes to the university's academic mission, provides comprehensive student services, and educates all UF students. Student Affairs enriches student learning through leadership, service, engagement, and self-discovery resulting in a well-qualified, healthy, and broadly diverse citizenry and workforce.

**Start:** 7/1/2016

**End:** 6/30/2017

**Responsible Roles:**

**Unit/College:** Student Affairs

---

##### 2016-2017 Goal 1: UF Food Pantry

Create a new campus Food Pantry which will provide free food, toiletries and referral to helping resources to students and staff in need.

**Division/College:** Student Affairs

**Responsible Roles:** Assistant VP Student Affairs (Pace, Kim)

##### Action Items

Secure location of building, create renovation plans and obtain project funding; coordinate resources

Obtain pre-construction approvals from campus

Start of public awareness with official groundbreaking ceremony

Opening of Food Pantry Phase I (roofed part of chiller plant building)

Completion of Food Pantry Phase II (rehabilitation and construction of courtyard area of chiller plant building) to enlarge space.

##### Measures of Action Items

Facility secured and architects complete the design drawings.

Receive approvals from UF Business Affairs

Groundbreaking and celebration ceremony event and community awareness campaign

Completion of renovation construction, receiving final completion and inspection, and stocking of pantry items and staffing

Construction receiving final completion and inspection of Phase II space.

##### Time Period of Action Items

October 2014-April 2015

January 2015-May 2015

May 2015

May 2015-August 2015

2016-2018

### **Resources of Action Items**

1. Funding from IFAS, Student Affairs and Chief Operating Officer. Coordination with UF Planning, Design and Construction.
2. Funding from IFAS, Student Affairs and Chief Operating Officer. Coordination with UF Planning, Design and Construction.
3. Division of Student Affairs and IFAS staff time and funding from IFAS, Student Affairs and Chief Operating Officer. Coordination with various campus communications staff.
4. Division of Student Affairs and IFAS staff time and funding from IFAS, Student Affairs and Chief Operating Officer. Campus wide efforts to collect and provide pantry items. Pantry items donated by major donor sponsor.
5. Division of Student Affairs and IFAS staff time and funding from IFAS, Student Affairs and Chief Operating Officer; various sponsors.

### **Results and Evaluation**

Since opening, the UF Field and Fork Pantry has provided regular and sustained food items to the UF community, including students and staff. Donations of both food items and monetary contributions were regularly sustained. Since opening two years ago, the Pantry has distributed 103,991 pounds of food and toiletry items to 12,426 visitors. Thanks to a beneficial relationship with IFAS and the Field and Fork Farm/Gardens, fresh produce contributed roughly 12% of the total pounds of food distributed in FY 16-17.

Due to an increased need, the Pantry has cultivated productive relationships with several organizations, including Publix Supermarkets, UF Housing and Residence Education, and UF Recreational Sports. Donations from Publix Supermarkets alone contributed 38% of all donations ever received by the Pantry. Because of this productive relationship with Publix, the Pantry receives regular monthly donations of roughly 500 pounds and large-scale donations twice per year of amounts between 8,000-13,000 pounds of food or monetary donations ranging up to \$3,000.

---

### **2016-2017 Goal 2: Newell Hall**

Create a new Active Learning Commons in renovated Newell Hall space.

**Division/College:** Student Affairs

**Responsible Roles:**

#### **Action Items**

1. Secure location of building, create renovation plans and obtain project funding; coordinate resources
2. Obtain pre-construction approvals from campus
3. Start of public awareness with publicity and community awareness campaign
4. Grand Reopening of Newell Hall

### **Measures of Action Items**

1. Secure location of building, create renovation plans and obtain project funding; coordinate resources
2. Obtain pre-construction approvals from campus
3. Start of public awareness with publicity and community awareness campaign
4. Grand Reopening of Newell Hall

### **Time Period of Action Items**

1. 2014-2015
2. Fall 2015
3. Beginning Fall 2015
4. Spring 2017

### **Resources of Action Items**

1. Funding from state appropriations and president's UF resources. State funding acquired through efforts of Student Government. Planning through Dean of Students Office and Planning, Design and Construction.
2. Funding from state appropriations and president's UF resources. Additional funding from Business Services and in partnership with Aramark. State funding acquired through efforts of Student Government. Planning through Dean of Students Office and Planning, Design and Construction.
3. Funding from state appropriations and president's UF resources. Additional funding from Business Services and in partnership with Aramark. State funding acquired through efforts of Student Government. Staff time through Dean of Students Office.
4. Funding from state appropriations and president's UF resources. Funding acquired through efforts of Student Government. Planning through Dean of Students Office and Planning, Design and Construction.

### **Results and Evaluation**

Funding was secured for the renovation of Newell Hall in 2014. The re-programming began in August 2014, design process began in January of 2015, and construction began in November 2015. Regular meetings and workshops were held with the Dean of Students Office, Student Government, Steelcase, Ramsa, AJAX, UF Design, Construction & Planning, and Shenkelshultz in order to keep within the estimated timeline. Campaigning for the new student-centered space started in January 2017 with the hiring of student assistants and the launch of the website, [newell.dso.ufl.edu](http://newell.dso.ufl.edu). To assist with public awareness, a social media campaign was launched with the hashtag "#ReNewell." Newell Hall successfully opened on April 17, 2017 and has remained open throughout the summer and the fall semesters. For the Grand Opening event, 71 individuals received original Newell Hall bricks in recognition of their service and influence on Newell Hall construction. Newell Hall received 8,170 visits on its inaugural day. Based on additional usage tracking, 54,208 individuals used the facility within two weeks of its opening.

---

### **2016-2017 Goal 3: CORE Building**

Create new CORE Building to house operations for Campus TRIP and Outfitters.

**Division/College:** Student Affairs

**Responsible Roles:** Assistant VP Student Affairs (Pace, Kim)

### **Action Items**

1. Secure location of building, create renovation plans and obtain project funding; coordinate resources
2. Obtain pre-construction approvals from campus
3. Substantial completion of CORE building
4. Complete construction and move. Grand opening of facility.
5. Start of public awareness with publicity and community awareness campaign

#### **Measures of Action Items**

1. Facility secured and architects completed the design drawings.
2. Received approvals from Business Affairs.
3. Construction issued Substantial Completion approval.
4. Move UF TRiP and Outfitters staff and equipment to newly constructed space.
5. Community awareness campaign with grand opening.

#### **Time Period of Action Items**

1. 2014-2015
2. Summer 2015
3. July 2016
4. July 2016
5. July and Fall 2016

#### **Resources of Action Items**

1. Funding from Student Government. Staffing and operations provided by Recreational Sports and Student Government.
2. Funding from Student Government. Staffing and operations provided by Recreational Sports and Student Government.
3. Funding from Student Government. Staffing and operations provided by Recreational Sports and Student Government.
4. Funding from Student Government. Staffing and operations provided by Recreational Sports and Student Government.
5. Funding from Student Government. Staffing and operations provided by Recreational Sports and Student Government.

#### **Results and Evaluation**

Construction of the CORE building is complete and the Grand Opening of the new building and celebration was held on September 16, 2016. Building project was completed on time and within the allocated budget.

---

### **2016-2017 Goal 4: Career Resource Center Expansion**

Construct Expansion of Career Resource Center at J. Wayne Reitz Union to provide more support for students.

**Division/College:** Student Affairs

**Responsible Roles:**

#### **Action Items**

1. Secure location of building, create renovation plans and obtain project funding; coordinate resources
2. Obtain pre-construction approvals from campus.
3. Start of public awareness with publicity and community awareness campaign
4. Plans finalized and construction begins.

5. Completion of construction. CRC fully operational in new space.

### **Measures of Action Items**

1. Facility secured and architects complete the design drawings.
2. Receive approvals from Business Affairs.
3. Community awareness campaign
4. Construction project begins.
5. Occupation permits issued.

### **Time Period of Action Items**

1. 2014-2015
2. Fall 2015
3. Fall 2016
4. Spring 2017
5. Spring 2018

### **Resources of Action Items**

1. Capital Improvement Trust Fund Funding. CRC staff support for additional operations.
2. Capital Improvement Trust Fund Funding. CRC staff support for additional operations.
3. Capital Improvement Trust Fund Funding. CRC staff support for additional operations.
4. Capital Improvement Trust Fund Funding. CRC staff support for additional operations.
5. Capital Improvement Trust Fund Funding. CRC staff support for additional operations.

### **Results and Evaluation**

The newly renovated Career Resource Center (CRC) will be located in an expanded footprint of the existing building. This new footprint will increase the CRC from 22,116 gross square feet (GSF) to now have 28,940 GSF, which includes an expanded Level 1 and an expansion onto the Ground floor of the Reitz Union. These renovation plans were created by Walker Architects, Inc. The Career Resource Center obtained \$10,221,184 in funding which breaks down to \$9,671,184 secured through Capital Improvement Trust Fund (CITF) funding from the State of Florida and \$550,000 through internal funding. All required permits and approvals needed from Business Affairs were obtained prior to breaking ground in April 2017. The "Breaking Ground" marketing campaign was launched in February 2017 with the Breaking Ground ceremony. The campaign included a website (<https://www.crc.ufl.edu/about/breakingground/>) and printed material. Additionally, the Career Resource Center created wall covering on the exterior of the construction site. Estimated completion of construction is set for May 2018. The CRC plans to be fully operational in the new space during the Summer 2018 semester after the occupation permits are issued.

---

### **Actions for Improvement**

**Providing Department:** Student Affairs

**Responsible Roles:** [You do not have access to view this field.]

### **Unit/College Actions for Improvement**

#### **Goal 1 (Food Pantry):**

Based on the regular gathering of usage data and monitoring of need, the Dean of Students Office determined that it will continue to meet the demands for the Pantry in order to maximize provision of service. Because of the increased and sustained demand on the Pantry inventory, The Dean of Students Office has increased efforts to cultivate donors of both cash and food in order to sustain the

Pantry. This cultivation includes the development of relationships with past and prospective donors, in addition to continued outreach to students and organizations that have donated in the past. Additionally, due to increased demand for more Pantry facilities and space, fundraising efforts continue to raise monetary donations for construction of Phase II of the Pantry building and will be critical in the event that Capital Improvement Trust Fund (CITF) funding does not become available. The Pantry received approval for a part time AmeriCorps VISTA staff member in February of 2017. Among other things, this allowed Pantry staff to augment outreach efforts, programming opportunities, and maximization of services in almost every regard. Regular assessments of service, distribution, and effectiveness of donation and fundraising efforts result in regular impacts on maximization of service the Pantry delivers.

### **Goal 2: Newell Hall**

Based on review of the construction project and campaigning initiatives, the Dean of Students' Office determined that public awareness and communication efforts regarding the reopening of Newell Hall were insufficient. While an extensive social media campaign was launched prior to its reopening, additional outlets such as publications could have been used to reach the campus community. Despite the lack of variety in marketing efforts, Newell Hall hosted a successful launch and has sustained a high level of usage among students. The Dean of Students' office will continue to monitor usage and adjust plans for the facilities according to student needs.

### **Goal 3: CORE Building**

After preliminary and post-construction assessments of the CORE building project, the recreational sports department determined that continued monitoring of usage and regularly scheduled maintenance/upgrades will be critical to the sustained success of the facility. Additional needs assessments of the facility will allow for adjustments and improvements that lead to maximum usage by students.

### **Goal 4: Career Resource Center Expansion**

After reviewing the progress of the expansion project and public awareness efforts, the Career Resource Center has determined that there are no actions for improvement at this time.