



Learning Spaces Subcommittee

March 25, 2024

Terms of Reference

The subcommittee provides advice and recommendations to the UBC Okanagan Strategic Space Committee to enable UBC to deliver on its promise of providing an “exceptional learning environment” to its community of learners and instructors. The subcommittee’s mandate is to advise to the Okanagan Strategic Space Committee on matters related to the utilization and enhancement of learning spaces, budget allocations, and scheduling, and is intended to take a campus-wide perspective in the management, maintenance, and use of learning spaces.

Learning spaces on the UBC Okanagan campus include general classrooms, dedicated classrooms, computer labs, scheduled tutorial rooms, and class labs.

Included in the mandate of the subcommittee:

- Determine guiding principles and procedures to direct planning and decision-making with respect to learning spaces on campus.
- Set criteria for the prioritization of renovation or renewal projects.
- Engage in consultation with faculties and schools about classroom space issues and priorities, and solicit requests to renovate or alter existing classroom spaces.
- Review and provide recommendations on any new construction and proposed space alterations (whether funded locally or centrally) to learning spaces.
- Propose and recommend learning space review or studies that may be conducted by external consultants as required.
- Support learning space principles among university leadership and the general campus community.

It is anticipated that the subcommittee will meet three (3) times per year, with additional meetings and communications, as needed.



Committee Membership

1. Associate Provost, Academic Programs, Teaching and Learning (Chair)
2. Associate Director, Facilities Planning (Vice-Chair)
3. Associate Director, Engagement Services, OKIT (Vice-Chair)
4. Associate Director, Enrolment Services
5. Manager, Disability Resource Centre
6. Faculty Representative*
7. Faculty Representative*
8. Student Representative, UBC SUO**

Staff Support

1. Team Lead, AV, OKIT
2. Manager, Facilities Management
3. Manager, Learning Technologies and Strategy, Centre for Teaching and Learning
4. Facilities Planner, Facilities Planning

* Appointed in consultation with the Provost Office and rotating 1-year term with possible reappointment

**Appointed in consultation with the UBC SUO and rotating 1-year term