



UNIVERSITY OF WISCONSIN-EXTENSION
PHYSICAL DEVELOPMENT PLAN
2005-2011

Executive Summary

March 2004

EXECUTIVE SUMMARY

The University of Wisconsin-Extension (UWEX) conducted a comprehensive facilities Master Plan during 1999-2000. Most of the issues identified in that plan have not been resolved and they form the basis for the 2005-11 UWEX Physical Development Plan (PDP), and the 2005-07 UWEX Capital Budget Request. The Six-Year PDP is required by State Statutes for institutions requesting projects through the Capital Budget process. UWEX primary goal in the Six-Year plan is to consolidate administrative and program functions into a reduced number of efficient buildings, and to maintain those buildings.

The PDP has been developed as a joint effort from all the divisions and programs. The initial process for this plan started in the late 1990's as a result of program and physical development issues identified during the previous years. The process of identifying and prioritizing the issues continues today to provide the information necessary to develop a plan of action for the next 6-10 years. This plan describes the direction where UWEX is going with respect to facilities, space and consolidation efforts, and equipment needs. It identifies the buildings assigned to UWEX as well as all shared facilities, leases, and space agreements to support the mission of UWEX.

Planning is a continuous process within UWEX to address the facilities and space issues, and program needs. The process is responsive to the needs and changes of the institution. The Plan is dynamic and at a minimum will change within the next 2 years or after projects are implemented and issues resolved. Priorities change from time to time. Projects might be taken from the list of issues, addressed sooner or later than planned, or added to the plan to address new issues. Therefore, the plan is never "final" because of the continuous changes, and there is never enough funding to resolve all the issues in any particular biennial budget.

2005-07 Capital Budget process:

UWEX submits the 2005-07 Capital Budget Request and the 2005-11 PDP to UW System in March 2004. UW System reviews the priorities from each of the UW campuses submitting capital budget requests and then integrates all the projects received into a system-wide priority list. The list is the basis for the 2005-07 UW System Capital Budget Request which is sent to the Board of Regents for approval in August 2004. The approved UW Capital Budget Request is sent to the Department of Administration (DOA) in August 2004 for review and integration into a state-wide Capital Budget Request, and then to the State Building Commission (SBC) in March 2005 for recommendation of a building program for the biennium. SBC submits the recommended building program to the Legislature Joint Committee on Finance (JCF) for review. JCF conducts a public hearing on the building program during deliberation of the biennial budget bill. The modified building program is incorporated into its own version of the budget bill. The legislature considers the capital budget as part of the biennial budget bill. After the budget is signed into law, SBC is responsible for implementing the approved State Building Program starting in July 2005.

UWEX Divisions and Programs

UWEX is the "Wisconsin Idea"- extending the boundaries of the university to the boundaries of the state, establishing important connections with people from all walks of life. Through its partnerships with all UW campuses, other State Agencies, governments and organizations, UWEX provides a spectrum of valuable lifelong learning opportunities for Wisconsin citizens. Through UWEX, all Wisconsin people can access university resources and engage in lifelong learning, wherever they live and work.

UWEX has 4 major divisions:

Cooperative Extension

Cooperative Extension helps the people of Wisconsin apply University research, knowledge and resources to meet their educational needs wherever they live and work. High-priority programs include economic development, water quality, solid and hazardous waste management and recycling, families and youth at risk, and helping Wisconsin's agriculture industry remain profitable and productive.

Outreach and E-Learning

Outreach and E-Learning (OUTREACH) offers continuing education opportunities through professional development workshops, conferences and credit courses in partnership with the 26 UW campuses. OUTREACH supports a variety of distance education programs, including online undergraduate and graduate degree programs. OUTREACH Units: Continuing Education, Learning Innovations, School for Workers, HELP/Learner Services.

Broadcasting and Media Innovations

Creates opportunities and links among broadcasting, information technologies and distance-education initiatives utilizing digital technology. Units include:

- **Instructional Communications Systems** (ICS) provides audio, video, and data conferencing technologies and related services for educational, governmental, and non-profit organizations. ICS services include technical support, instructional design, site coordination, program coordination, and management of the Distance Education Clearinghouse.
- **Wisconsin Public Radio** (WPR) offers two broadcast services: The NPR and Classical Music Network and The Ideas Network (call-in programming weekdays, information and entertainment weekends).
- **Wisconsin Public Television** (WPT) broadcasts information, public affairs, arts and entertainment as well as K-12 and adult education programs via six stations located around the state.

Business and Manufacturing

Enhances the success of the state's small businesses through management education and assistance. Units: Small Business Development Centers, Business Outreach,

Manufacturing Extension. [Wisconsin Small Business Development Center](#) (SBDC) on 13 UW campuses serve small businesses and entrepreneurs in Wisconsin through formative business education including counseling, technology and information transfer, and instruction.

UWEX Conference Centers

Extension Conference Centers (ECC) as a support function to UWEX provides complete conference and distance education services and technologies to the 26 UW campuses, State agencies and other educational and governmental groups. ECC help fulfill the teaching and public service missions of the University. On-site conference facilities are available to support and deliver programs via distance education technologies to a worldwide audience from and to The Pyle Center. The Lowell Center and The J.F. Friedrich Center provide on-site conference rooms as well as overnight guest rooms. UWEX units supporting distance education and conference functions housed in The Pyle Center are: ECC, ICS, and Cooperative Extension Technology Services and Distance Education/Digital Media.

Landholdings and Boundaries

UWEX is a unique institution within the UW-System, it has no physical campus. All UWEX administrative and program functions are performed in buildings assigned by the Board of Regents and located on the UW-Madison campus, with additional facilities near the campus, or in the city of Madison. UWEX operates the Upham Woods 4-H and Environmental Education Center near the city of Wisconsin Dells. The Center serves as a model and demonstration area for youth and leadership development using the natural environment as the place and materials of learning. The Center consists of 318 acres of land and buildings to support the educational activities, and includes Blackhawk Island located on the Wisconsin River.

Space use plan

Space in UWEX buildings is an important resource and is reallocated as needs arise. UWEX goal is to provide space that responds to program needs and changes, and, when feasible, to use existing space effectively. The management of physical space requires long-term planning, periodic review and an organized space management function. The UWEX Facilities and Safety Advisory Committee meets regularly to address facility issues, space requests and other issues related to safety, security and facilities management. In general, the committee follows a set of space management policies to recommend space assignments/requests for approval. In general, UWEX will provide facilities and space for its programs which will: (1) project a favorable image of the institution to all users; (2) enable the most natural working relationships possible; (3) ensure that all space entrusted to the institution is managed efficiently; and (4) provide a safe and secure work place environment.

UWEX assigned and other buildings

UWEX assigned buildings include: the Extension Building; three conference center facilities—The Pyle Center, Lowell Hall and The J.F. Friedrich Center; a building at

3817 Mineral Point Rd; Radio Hall; a radio transmitter building located in the UW Arboretum, tower space in the Madison Community Tower (WHA TV), and a service building at 45 N Charter Street. All UWEX buildings are located within the UW-Madison campus except the following: (1) Lowell Hall, (2) 3817 Mineral Point Rd, (3) shared building/tower space at the Madison Community (candelabra) Tower, and (4) Upham Woods Education Center. In addition, UWEX shares space in buildings with UW-Madison and UW-Milwaukee, and have leased space and other space agreements. At UW-Madison, UWEX occupies a major portion of Vilas Hall for the WHA-TV and WHA Radio administrative and program functions. At UW-Milwaukee, UWEX occupies space within the Kenilworth building for the storage of the WGNHS geologic samples and library collection. UWEX leases space in Madison for UW-Learning Innovations and the Wisconsin Humanities Council, and leases other office space and tower space around the state. UWEX has space agreements with all 72 counties who provide office space for UWEX county agents.

A complete listing of all UWEX assigned buildings, indicating construction date and square footage is included in the Building Space section of the plan. It also includes a description of each building, condition, deficiencies, and current use.

Building Condition

In general, UWEX buildings are in good physical condition and maintained by UW-Madison Physical Plant. With the exception of two of the buildings (Extension Building and Radio Hall), all are functional for modern occupancy. The Extension Building was constructed in 1960, and an inspection performed in 2001 found asbestos in most of the building floors and ceiling. The building has other infrastructure deficiencies (elevators, windows, mechanical/electrical systems, layout). Radio Hall, built in 1887 was the original heating plant for UW-Madison, is currently being used as office and support space for WHA-TV and has significant infrastructure deficiencies.

Exterior Space

The only exterior space controlled by UWEX is located at Upham Woods. It provides a camp like environment that is safe, attractive, conducive to learning, accessible and convenient to users.

Transportation and Circulation

UWEX does not have a transportation plan. UWEX works in partnership with the UW-Madison Transportation Services Office to provide alternative modes of transportation, car and motorcycle parking, and bike racks in the UW-Madison campus buildings.

Utilities and Services

UWEX does not have a physical plant department. UW-Madison Physical Plant provides all heating, cooling and ventilation, electrical, water/sewer services for UWEX buildings

located on that campus. UWEX facilities located outside the UW Campus are serviced by the local community utility company.

UWEX partners with UW-Madison in the development and management of its telecommunications and network infrastructure. As part of its 21st Century Network implementation, UW-Madison will run fiber optic cable to every UWEX building on the UW-Madison campus. In addition, UWEX will work with UW-Madison to upgrade all internal building wiring to meet telecommunications standards set for the 21st Century Network upgrade. These upgrades must accommodate all video, voice, and data needs.

Major Projects in the Six-Year Building Program

The opportunity exists to resolve various outstanding space and program issues affecting UWEX.

Space Management and other issues

A list of issues was developed during the planning process and is included in the Building Space section of the Plan with a description of each issue, alternatives to address the issues, and recommended solutions. The list was separated into GPR and PR issues, and prioritized as required for the Capital Budget Request. Each list is further subdivided into program and infrastructure related issues. Both lists of issues are included below:

List of GPR issues:

- A. Program related issues:
 1. Consolidation of UWEX administrative and program functions
 2. Storage space for WGNHS core sample collection
 3. Continued support for digital transition—TV, Digital radio broadcasting, WHA Radio and TV equipment replacement
 4. Unmet space needs for WHA-TV and WHA Radio
 5. Digital distribution solution to counties
 6. Conference Centers facility improvements, and technology upgrades
- B. Infrastructure related issues:
 1. Vilas Hall HVAC improvements

List of PR issues:

- A. Program related issues:
 1. Consolidation of UWEX Conference Centers functions
 2. Pyle Center roof top renovation
- B. Infrastructure related issues:
 1. Conference Centers infrastructure upgrade

Consolidation of UWEX administrative and programming functions into a central facility would vacate office space at Lowell Hall which, when converted to guestrooms, would complete the consolidation of the UWEX Conference Centers. These two consolidation issues, if resolved, will vacate space at the JFF Center, Lowell Hall and 2 very expensive leases at 505 S. Rosa Rd. and 222 S. Bedford. If a facility is constructed or renovated to consolidate the UWEX administrative and programming functions it will vacate 6 floors and the basement of the Extension Building. The Extension Building and JFF Center

could then be reassigned to UW-Madison to implement their vision and plans for the Lower East campus area, and the west campus housing shortage.

The project requests submitted in the 2005-07 UWEX Capital Budget Request are the result of extensive planning to move those projects forward to finally resolve the space and program issues that have been identified since the 1990's. The 2005-07 UWEX Capital Budget requests:

- planning funds for the replacement of the Extension Building to consolidate administrative and program functions,
- funds for the construction of a 20,000 SF storage warehouse for WGNHS to store the geologic sample library and data collection,
- funds for WHA TV and Radio equipment replacement,
- planning funds for the Vilas Hall addition, and
- funds for the HVAC improvement at Vilas Hall

In addition, UWEX is requesting the following projects be funded as part of the All Agency Program:

- a major project to renovate the roof top of the Pyle Center to convert it to a terrace
- funds for the digital conversion of the satellite video downlink

In summary, UWEX is a unique institution within the UW-System. UWEX has no physical campus but has extensive facilities and program needs to accomplish the goals and the missions of the institution, and the UW System. Through UWEX, all Wisconsin people can access university resources and engage in lifelong learning, wherever they live and work.