



Planning, Designing and Managing Higher Education Institutions

An international seminar

San José, California, United States, 24 - 27 April 2005

**Organised by
the OECD Programme on Institutional Management in Higher Education (IMHE),
the OECD Programme on Educational Building (PEB)
and the Association of Higher Education Facilities Officers (APPA), United States**

Introduction

“An institution cannot be built of wholesome usage until its precise mission has been determined.”
José Ortega y Gasset, *Mission of the University* (1944)

Higher education is going through a period of unprecedented change. Policy reform at national or state level seeks to respond to society's needs and expectations in a developing global market. New forms of learning and research on one hand and new tools that impact on the planning and design of higher education institutional facilities on the other hand make it clear that the next generation of campus facilities will differ dramatically from those built in the past, sometimes even as recently as at the end of the 20th century. Yet to reflect on new or remodelled campuses and higher education facilities means thinking about the long-term future as much as the present. Many higher education institutions' history is embodied in their physical infrastructures. Educational buildings and space configurations both reflect assumptions about and mould teaching and learning.

Innovative research seeks architectural and managerial answers that make efficient use of the resources invested in planning campuses, designing, building and renovating facilities, as well as running universities. Changes in the planning and design of those facilities must serve the educational process and improve the quality of the learning environment. Campus space should be flexible and allow for changes in our understanding about how people learn. The planning process needs to honour the institution's history and culture and include input from all the people who will use that space: not

only must the needs of students, teachers and staff be fulfilled, but members of the communities in which these spaces are situated must also be included in the projects as potential users. Sustainability is another growing concern for planners and managers; an increased interest in facilities that respect the environment has already led to the promotion of specific design practices and methods for assessing building performance and meeting sustainability goals.

High performance higher education facilities are also built to optimise investments and must be operated and maintained efficiently. Educational property managers now more than ever before have to optimise their operating and investment strategies to face the increasing need for continuing investment in asset maintenance. Establishing strategies in response to changing modes of educational property management is a major challenge. Property managers are increasingly urged to optimise spending, and to do so requires a strategy that can make the most of the latest generation of tools. Information systems that facilitate decisions on renovation and repair, on tracking maintenance backlog or, indeed, on measuring performance against indicators should be among the tools available to the 21st century higher education facility manager.

Purpose

The purpose of the seminar is to discuss new ideas about campus architecture and to examine important trends and issues that could influence the planning, design and management of higher education institutions. The event will concentrate on innovative institutions in various countries and will attempt to define some of the basic concepts that will affect future learning environments. Examples of campus planning, design and management will be presented, and participants will look at some recent attempts to create learning environments that respond to current needs, in order to get an idea of what has been achieved and to examine what developments can be expected in the near future.

Much effort has gone into planning new spaces on many campuses over the past years; many lessons have been learned and various models are already emerging from which the next generation of buildings can be imagined and realised. The seminar will endeavour to identify the various types of tools available and to examine in detail those that seem the most promising.

Participants will have the opportunity to study current and potential future international developments, to exchange experience and to draw conclusions for their own work. They will also have the opportunity to meet their counterparts from other countries and to learn about different approaches to higher education institutions for the future. Keynote speakers will analyse the broad trends and identify the issues which need to be addressed, and case studies from a number of countries will be presented. There will be site visits to educational facilities in and around San José.

Issues for discussion

The main questions which the seminar will address are the following:

- What major developments in planning higher education institutions can be identified at the international level?
- How can the campus learning environment be improved? How are plans for shaping spaces established, and what makes the best higher education learning environment?

- What major developments will affect higher education institutions in the future? How will planning and design concretely respond to those challenges?
- How can a campus be designed to be functional, safe, and inclusive? How can higher education learning environments best reflect the priorities of sustainable development? What other issues are critical for the design of higher education institutions?
- What management issues arise in the planning and implementing phases? What are their long term implications?
- How does funding for education facilities affect planning? Which institutions and organisations, whether public or private, are responsible for providing funds necessary to build, renovate, and maintain higher education institutions? What funding issues arise regarding design and maintenance?
- Does the design of higher education institutions take account of the needs for flexibility, and can it be adapted to future needs and uses? Does design take account of students with special needs? How do higher education facilities best serve the community? What potential developments in education and what other services might be accommodated by campuses in the future?

Participants

Participation is open to those who have a professional interest in the themes of the seminar, and may include elected representatives, officials of national, regional or local administrations, facility managers and planners, architects, rectors and researchers.

The number of participants is limited to 150.

Working languages

The working languages for the seminar are English and French. Simultaneous interpretation will be provided during plenary sessions and visits.

Documentation

Background documents and practical information about the seminar will be sent to registered participants approximately one month before the seminar. Other documents will be available at the seminar itself.

Participants who wish to contribute a paper to the seminar are requested to contact the PEB Secretariat as soon as possible, indicating which issues their paper will address and why it will be of interest to an international audience. Abstracts of presentations will be required by **Friday, 25 February 2005**, and those selected for presentation must be available in their final form by **Friday, 18 March 2005**. This is to allow time for them to be translated and reproduced.

Registration

The attached registration form is to be completed and returned to Suzanne Healy, Director of Education, Meetings & Conventions, APPA, as soon as possible, and in any event before **Friday, 18 March 2005**. Confirmation of registration will be sent out during the month of April.

Seminar fees

The cost of the seminar is:

<i>For members of APPA, IMHE and PEB, and associate members:</i>	<i>For participants from countries or organisations which are <u>not</u> members or associate members of APPA, IMHE or PEB:</i>
USD 450	USD 600

Please note that these prices do not include accommodation. They do include all seminar documentation, interpretation service, lunches, dinners and site visits. The prices do not include personal expenses (for example telephone and bar bills).

Accommodation

Participants at the seminar will be accommodated for the nights of Sunday, 24 April, Monday, 25 April and Tuesday 26 April at the Fairmont San José Hotel (www.fairmont.com/sanjose), 170 South Market Street, San José, California, USA 95113, telephone +1 408 998 1900; fax +1 408 287 1648.

The cost for accommodation is (per night, breakfast included):

Fairmont San José Hotel****	Standard single room: USD 129 + 10% tax
	Standard double room: USD 149 + 10% tax

To reserve accommodation for before, during and/or after the seminar, please contact the Fairmont San José Hotel directly and specify that you will be attending the seminar. The above-quoted rate is valid until 1 April and it is advisable that you make your hotel reservation as soon as possible.

Please note that payment for accommodation is to be made to the hotel and that meals are not included for an accompanying person.

The hotel accepts credit cards (American Express, Diners Club, MasterCard, Visa) and has currency exchange facilities.

Accompanying persons

Accompanying persons will be welcome to join participants for dinners and site visits provided space is available. A charge will be made for meals and transportation. Participants are requested to notify the organisers if they plan to be accompanied on any of these occasions so that appropriate provision can be made.

Payment

Payment of **seminar fees** is due by **25 MARCH 2005** and may be made by:

- bank transfer bearing the reference “**APPA/IMHE/PEB SAN JOSE 2005**” to: account: APPA; bank: Branch Banking & Trust Co. of Virginia; address: 1717 King Street, Alexandria, VA 22314, United States; account number: 5138665854; ABBA number: 051404260; SWIFT code: BRBTUS33.
- credit card (see registration form).

Please note that payments are to be made in U.S. dollars.

Extended stays

Staying over one Saturday night may significantly reduce the cost of air travel, and participants are advised to check with their travel agents. The Fairmont San José Hotel welcomes participants during the nights immediately before and after the seminar at a discount price subject to rooms being available.

Getting to San José

The cost of travel to and from the seminar venue is borne by participants, who are responsible for making their own travel arrangements.

San Francisco's international airport is served by regularly scheduled flights from most OECD countries. Information about welcome arrangements and transport between the airport and the seminar venue will be sent to participants after registration.

Important: please note that flights to San Francisco are in great demand at that time of the year and that it is advisable to make your reservations as soon as possible.

REMINDER:

DEADLINE FOR ABSTRACTS: 25 FEBRUARY 2005

DEADLINE FOR REGISTRATION: 18 MARCH 2005

DEADLINE FOR COMPLETED PAPERS: 18 MARCH 2005

DEADLINE FOR PAYMENT: 25 MARCH 2005

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Provisional programme

Sunday, 24 April

- 18.00 – 20.00 Registration *Fairmont San José Hotel*
- 18.00 Welcome
Lander Medlin, Executive Vice President,
Association of Higher Education Facilities Officers,
United States
- 18.15 – 20.00 Reception and buffet

Monday, 25 April

Theme: Planning higher education institutions

- 8.30 – 10.00 Registration *Fairmont San José Hotel*
- 9.00 – 9.20 Opening of the conference
Bernard Hugonnier, Deputy Director for Education,
Directorate for Education, OECD
- 9.20 – 9.40 Welcome
- 9.40 – 10.15 Keynote presentation
Bill Daigneau, Vice President for Operations and
Facilities Management, University of Texas M.D.
Anderson Cancer Center, United States
- 10.15 – 10.45 Plenary session
- 10.45 – 11.15 Coffee break
- 11.15 – 12.15 Plenary session

12.15 – 13.00 Discussion
13.00 – 14.30 Lunch
14.30 – 15.30 Plenary session
15.30 – 16.00 Discussion
16.15 Departure for visit to the vineyards (to be confirmed) *By coach*
20.00 Return to Fairmont San José Hotel

Tuesday, 26 April

Theme: Designing higher education institutions

7.30 – 9.00 Breakfast *Fairmont San José Hotel*
9.00 – 10.30 Plenary
10.30 - 11.00 Discussion
11.00 - 11.30 Coffee break
11.30 -12.30 Plenary session
12.30 - 13.00 Discussion
13.00 - 14.30 Lunch
14.30 Departure for visit to San José State University
17.30 Return to Fairmont San José Hotel
20.00 Gala dinner *Fairmont San José Hotel*

Wednesday, 27 April

Theme: Managing higher education institutions

7.30 – 9.00 Breakfast *Fairmont San José Hotel*
9.00 – 10.30 Plenary session
10.30 – 11.00 Discussion

11.00 – 11.30	Coffee break	
11.30 – 12.30	Plenary session	
12.30 – 13.00	Discussion and closing remarks	
13.00 – 14.00	Lunch	
14.15	Departure for visit to Stanford University	<i>By coach</i>
18.00	Return to Fairmont San José Hotel	