

**FACULTY OF COMMUNITY
SERVICES SOCIETY**

**WELLNESS
INFRASTRUCTURE
POLICY**

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Amended September, 22



**The Faculty of Community Services Society Board of Directors
amended this policy on September 22nd, 2023.**

Wellness Infrastructure Policy

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Preamble:

The Wellness Infrastructure Policy is to help guide the Student Society in creating new wellness spaces on campus for Community Services students to take meaningful study, and mental health breaks. **This policy is long term** in which it will guide the creation of these spaces in the Faculty of Community Services four main shared/individualized buildings; the Sally Horsfall Eaton Centre for Community Health, Eric Palin Hall, South Bond Building, and the Daphne Cockwell Health Sciences Complex. This policy document will go over the principles & values needed when planning for these new spaces, examples of lounge/academic space furniture, placemaking, firecodes/emergency routes to keep in mind, plus the process of getting these spaces approved.

1.0 | Principals, Values, & Importance

1.1 | Principles

The Faculty of Community Services Society wants to develop collegial third space environments in our Faculty's student building spaces that feels like home. In short, somewhere where you build memories, study, take a wellness break between classes, network, and can be yourself.

1.2 | Values

- Bright
- Collaboration
- Collegiality
- Comfortable
- Holistic
- Home
- Mental Health
- Studios
- Togetherness
- Welcoming

1.3 | Importance

The Faculty of Community Services Society recognizes the important impacts communal spaces have on students, staff, visitors, and future students. Communal Third Spaces provide a place to relax, wait, socialize, connect, and study between the times of lectures, labs, co-ops, and placements. Communal Third Spaces are the physical fabric that gives a community an identity, image, recognition, and place to belong. Communal Third Spaces in the Faculty of Community Services must be brought up in a very holistic, wellness, vibrant innovative approach. Solving the compassion fatigue between classes, and providing opportunities for connecting with TMU students.

2.0 | Goals Type of Furniture to buy

2.1 | Spacemaking

- The Faculty of Community Services Society recognizes that the Daphne Cockwell Health Sciences Complex is a newer building that is currently a blank canvas that went over budget missing key features as originally Invision.
 - The First floor side Entrance was supposed to have desk chairs, or high rise stools for the tables along the windowsill street view.
 - The First floor gallery was supposed to include collaboration round tables and chairs in between the massive concrete pillars.
 - The Second floor Mezzanine was supposed to include rugs, lounge chairs, sleeping pods, wellness lounge space for FCS and TMU students to build memories, study, take a wellness break between classes, network, and be there selves.
 - The Third floor is missing small tables to put your laptops, textbooks or notebooks on to study by the floating bench.
 - The Fourth Floor is missing the rugs, couches, tables, small tables to put your laptops, textbooks or notebooks on to study in the small floating bench in the middle of the indoor courtyard.
 - The Fifth Floor is missing the individual study tables, moveable white boards, and minimalistic sustainable storage for white board markers, and board games.
 - The Sixth Floor is missing tables for the floating bench.
 - The Eighth Floor is missing a student lounge that bridges the FCS TMU Study Spaces, Urban Farm, and Residence together as a collegial connected community.
 - Focus on the Mental Health of the spaces.

- The Faculty of Community Services Society recognizes that the South Bond Building is a key heritage building that houses the School of Urban and Regional Planning, and the School of Psychology Research Labs from the Faculty of Arts. With placemaking the FCSS student society should work with the Society of Arts, Social Sciences, and Humanities (SASSH) over at the Faculty of Arts, and the collegiate course unions, plus schools to follow a fair consultation process in planning out this lounge space located on the lobby floor (First Floor).
 - Add a new comfortable home like lounge that reflects the community stakeholders best interest in overall Mental Health of the space.
 - Focus on the Mental Health of the spaces so all TMU students may use it.

- The Faculty of Community Services Society recognizes that the Eric Palin Hall is used mostly by the School of Social Work, and Engineering on the First Floor of the building.
 - Making sure the first floor creates a welcoming cohesive environment that is similar to the rest of the wellness infrastructure projects around campus that the FCSS and TMSU engage in revitalizing /creating.
 - Making sure there is purpose to the random empty kitchens located across the floor.
 - Making sure that re-paints are done over the summer months or winter-break when students are off campus.
 - Bright colors should be used as these spaces do not receive too much light as there are rarely any windows in lounge sections.
 - Focus on the Mental Health of the spaces.

- The Faculty of Community Services Society recognizes that the Sally Horsfall Eaton Center for Studies in Community Health is the location of our Dean's Office, School of Child and Youth Care, George Brown College Collaborative Nursing Program, and School of Disability Studies.
 - On the 6th floor making sure the outpost lounges not by the elevators are updated with comfortable, bright, sustainable, and occupational furniture.
 - Adding easy to clean throw pillows on the window benches to add a nice area to study or wait for classes.
 - Focus on the Mental Health of the spaces.

2.2 | Wellness Furniture

The Faculty of Community Services Society (FCSS) will need to find furniture that revolves around the holistic wellness environment to deal with overall mental health, plus wellbeing of students, and communal academic community. This section will give

ideas of types of furniture in images, prices, and colors for inspiration. The furniture infrastructure must need to be durable, occupationally thought out, and sustainably designed.



Potential Hallway Study Space improvements in Eric Palin Hall Inspirational Photos

Bright Lime and Gold emphasis with Grey and white backings. Spaces for collaborations, group work, socializing, cooking, connecting, and group studying.

Spaces for comfortable collaboration, bean bags in bright colors similar to the SLC Beach Floor, maybe tie a theme. Window benches with coffee round tables in front of them to put down a laptop etc..Around \$5,000 for this type of addition.



Potential Lobby Entrance Space improvements in South Bond Building Inspirational Photos

Welcoming Mental Health space to match the plant wall in the lobby. Prominent focus on sustainability as the first LEED certified building on campus. Connection to nature in fostering collegial community.



Flowing Tower Furniture that students may climb, explore, study, and engage as a welcoming sign into the space. Something innovative in a holistic approach to the lobby space.



Potential Outpost Lounge Spaces improvements around the Sally Horsfall Eaton Center for Studies in Community Health Inspirational Photos

Bright Pops of colours in Cyan, Green, and Gold. With mutual gray and white shades to brighten up the corridor spaces between classrooms with outpost lounges with comfortable occupational sustainable furniture.



Long hallways with chairs and laptop tables up against the windows to create engagement opportunities in between classroom spaces.



Potential Outpost Lounge Spaces improvements around the Daphne Cockwell Health Sciences Complex Inspirational Photos

Focused in on the colour pallet of Gold, Warm Yellow, Grey, Cyan, and White for future furniture in this building. Grand Foyer should focus on creating an active public indoor streetscape between Bond Street Laneway and Church Street where the two main floating staircases meet.



The 8th floor in the Daphne Cockwell Health Sciences Complex should offer a signature welcome community feel to the lounge, using golds, yellows, cyans, and whites. Right in front of the elevator, and the Faculty of Community Services study rooms.



The 7th floor of the Daphne Cockwell

Health Sciences Complex should offer sleeping pods in a large office space, or board room. Lots of our students work night shifts during the school week, so having these sleeping pods will help alleviate compassion fatigue, and sleepless students.



2.3 | Study Furniture

The Faculty of Community Services Society (FCSS) will need to find furniture that revolves around academia, and holistic studious study habits. These furniture pieces

should be dedicated to one's individual study. Not so much collaboration, or heavily wellness focused.

Potential Study Table Spaces improvements around the Daphne Cockwell Health Sciences Complex Inspirational Photos

Focused in on the colour pallet of Gold, Warm Yellow, Grey, Cyan, and White for future furniture in this building. Grand Foyer should focus on creating an active public indoor streetscape along the front side of the lobby along Church Street from the main doors, to the cafe side entrance door. These should only be sustainable, recycled chairs for the already existing tables built into the structure.



Adding laptop/coffee tables along the flowing colourful school bench sofas in DCC on all floors. Students wish there were tables to put their laptops on in these spaces instead of dragging giant tables around. On the 5th floor students wish there were a giant board room or study table for groups larger than 4 students where all the circle round tables.



2.4 | Mental Health and Colours

The Faculty of Community Services Society (FCSS) will ensure we follow the same colour pallets currently in the Daphne Cockwell Health Sciences Complex, and in the surrounding buildings when it comes down for future space revitalizations for the FCSS.

Gold/Yellow: Promotes Optimism, Creativity, and Space



Golden Yellow



Yellow

Green: Promotes a sense of Harmony, and Serenity



Dark Green



Christmas Green

Lime Green: Soothing, Calm, and Concentration



Hunter Green



Lime Green

Cyan: Restful, Calm, Stability, and Balance



Teal Blue



Peacock Blue

Blue: Productivity, Peace, and Tranquility



Midnight Blue



French Blue

Grey: Strong, Steady, and Safe



Steel Gray

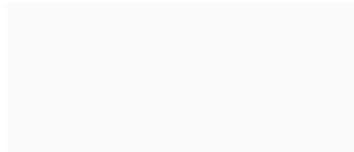


Ice Gray

White: Healthy, Innocence, and Integrity



Off Sun White



Snow White

Indigo/Lavender: Assurance, Gentle, and Optimism



Lavender



Periwinkle

Magenta: Youthfulness, Bold, and Comfortness



Fuchsia



Fluourescent Pink



Cherry Red



Turmeric

Red/Orange: Warm, Passion, Active, and Social

3.0 | Liability of Furniture

3.1 | Policy 61 Academic Policy Violation

The purpose of the Student Code of Non-Academic Conduct (“Code”) is to establish community standards of non-academic conduct for Toronto Metropolitan University (“the University”). The Code educates the University’s students by providing a non-exhaustive list of the rights, expectations, and responsibilities related to non-academic

student conduct. The Code provides a Complaint resolution process that is fair. The **Code identifies sanctions that may be assigned** which are proportionate to conduct that does not meet community standards; conduct that jeopardizes the proper and orderly functioning of academic and non-academic programs, activities, or operations of the University; conduct that **endangers the health, safety, rights, or property of the members of its community**, or conduct that adversely affects the property of the University or entities related to the University.

Under Policy 61 the Faculty of Community Services Society is able to take action against students who purposefully destroy our communal community spaces that were spent using our student bodies money. The furniture that improves the spaces we learn, work, network, and grow in.

3.2 | Fire Safety Code

Designing spaces in compliance with fire safety regulations, and incorporating comfortable and usable fire-safe furniture, is an important part of the process. Internal padding of seating can be the problem from a fire safety perspective. Purchasing furniture that meets TB-133 certification. Making sure the furniture, and placement of the furniture comply with an approved fire safety plan for the building.

3.3 | Sustainability

Designing spaces in compliance with selecting furniture that has been made sustainably via tree farms, recycled products, fair trade, or using occupational health materials. Making sure the carbon footprint is small from the addition of these new furniture pieces.

3.4 | Emergency Exit Routes

Designing spaces in compliance with Emergency Exit Routes defined by the University and Toronto Fire. Making sure furniture is placed at least 3 meters away from elevators, and the furniture is not blocking significant routes, corridors, stairwells, or passageways. Including detailed placement mapping to the university with the correct measurements. Make sure the emergency route is also outlined in the proposal to Facility Management, and the Dean's Office.

4.0 | Process to Adding Furniture

4.1 | Dean's Office + Facilities Management Proposal

Make sure when proposing new infrastructure into spaces on campus you loop in the Dean's Office, and important key stakeholders such as students, staff, society manager, and deans. The proposal should include; a title page, a table of contents, introduction, what the space is currently being used for, plus how & why it may be improved. Then include an executive summary that shows what services or benefits the space will provide to Faculty of Community Services students, and across campus students, good spot to tie in the theme goals, and how to achieve the accomplishments/phases. Some sub headers needed in this section include with a case example from the Metropolitan Undergraduate Engineering Society MUES formerly known as (RESS);

Phase I: Initial Consultation

During this phase, MUES will discuss with the President's Office and the Dean's Office to investigate the issues facing the current HQ (ENG 273) and how it could be resolved using KHE 125.

Phase II: Solution Design

MUES will work together with the Dean's Office and President's Office to create a suitable student space in KHE 125 using the information from the investigation.

Phase III: Implementation

Once again, with the support of the Dean's Office and the President's Office, KHE 125 will begin its transition into the engineering students' study lounge.

Phase IV: Management and Support

This is the phase that will continue on throughout the school year and in the future. MUES will continue to assume primary responsibility, under the portfolio of Vice President Operations, regarding Hardhat Quarters, including maintenance, support, and upkeep. Services and functionality include

- Weekly maintenance and cleaning
- Budget allocation for the maintenance of Hardhat Quarters
- Monitoring sound levels

Benefits for the implementation of the new Hardhat Quarters include:

- A suitable study space that can better accommodate the needs of 4,200 engineering students
- Easy access to the MUES office and services
- A smaller cost to implement this project compared to revamping the current Hardhat Quarters

- Staff located near the current Hardhat Quarters will no longer be subjected to the noise coming from ENG 273
- Improved image and sense of community from the Toronto Metropolitan Engineering student body

After these steps are followed there should be a cost summary of the different items the student society needs to purchase throughout all the phases such as this...

“Phase I: Initial Consultation	Cost
- Conduct meetings Dean’s Office, MUES, and the President’s Office	No Cost
- Determine the opinions, needs, and requests of the students	No Cost
Phase II: Solution Design	
- Work with the main parties to plan out the finalized design of the solution	None
Phase III: Implementation	
- Construction Costs	\$ 10000
- Study Tables	\$ 1200
- Whiteboards	\$ 500
- Coffee Table	\$ 200
- Couches	\$ 3000
Total Costs:	\$ 14900

A proposed layout of the room is shown below in **Fig 1”**

After this part of the proposal is done, the student society shall include in the proposal a Terms of Conditions, and Contact information of the Executive Director of the Student Society.

Here is an example of how to write the terms of conditions portion of the proposal;
 KHE 125 will be open to all undergraduate engineering students at Toronto Metropolitan University. The Metropolitan Engineering Student Society will assume full responsibility for the use, maintenance, and functions of the space. The Vice President Operations of MUES will have it under their portfolio, as it will be defined as a MUES study space.

Once the proposals are approved by both the Dean's Office and Facilities Management & Development then the Faculty of Community Services Society shall keep in close contact with Facilities Management & Development, and inform the student body plus key stakeholders about the changes coming.

4.3 | Facilities Management Installation

The Faculty of Community Services Society (FCSS) shall communicate and work thoroughly with the university's Facilities Management & Development department to install the furniture, banners, or artworks inside the buildings, and the logistics with each furniture, banner or artworks.