

2003 Annual Town Gown Report Update

Institution Name: Lesley University

Report for Time Period (e. g., Spring '03 semester or 2002-2003 term): 2002-2003 term

Date Submitted: 10/15/03

I. EXISTING CONDITIONS

Please provide the following information about the current conditions and population at your Cambridge campus. Please note where information is unavailable or the question is inapplicable. Add clarifying comments as needed.

A. FACULTY & STAFF

Cambridge-based Staff Head Count: 418 FTEs¹ (if available): 397

Cambridge-based Faculty Head Count: 148 FTEs¹ (if available): 135

Number of Cambridge Residents Employed at Cambridge Facilities: 81

B. STUDENT BODY²

Total Students Attending Classes in Cambridge (inclusive of all categories below): 2,348

Please provide the following statistics about your Cambridge-based student body:

Total Undergraduate Students: 1,012

Day: 519

Evening: 493

Full Time: 563

Part Time: 449

Total Graduate Students: 1,505

Day: 0

Evening: 1,505

Full Time: 226

Part Time: 1,279

Non-Degree Students: 975

Day: 975

Evening: 0

¹ "FTE" refers to Full Time Equivalent employees, which treats part-time workers as a fraction of a full time position based on the number of hours worked per week.

² Include all non-degree students enrolled in day or evening classes, such as persons taking Harvard Extension classes.

C. STUDENT RESIDENCES

Undergraduate Students:

Number residing in Cambridge in dormitories: 450

Number of these with cars garaged in Cambridge: N/A

Number residing in Cambridge in off campus affiliate housing³: 0

Number residing in Cambridge in off campus non-affiliate housing: 64

Graduate Students:

Number residing in Cambridge in dormitories: 0

Number of these with cars garaged in Cambridge: 0

Number residing in Cambridge in off campus affiliate housing³: 0

Number residing in Cambridge in off campus non-affiliate housing: 178

D. FACILITIES & LAND OWNED

Tax Exempt Facilities & Land:

Acres: N/A

Number of Buildings: 32

Size of Buildings (square feet): 427,007

Dormitories:

Number of Buildings: 12 Number of Beds: 462

Do you maintain a detailed inventory of tax exempt facilities? If yes, indicate contact person and phone:

Charles Gilroy, VP Finance/CFO, Lesley University, 617 349-8727

Taxable Facilities & Land:

Acres: N/A

All Taxable Properties (gross floor area): 192,119

Commercial Properties Only (gross floor area): 227,212

Do you maintain a detailed inventory of taxable facilities? If yes, indicate contact person and phone:

Charles Gilroy, VP Finance/CFO, Lesley University, 617 349-8727

³ For the purpose of this report, affiliate housing is defined as other housing owned by the institution that is available only to members of the academic community. *Affiliate housing does not include either dormitories or housing available for rent to persons who are not affiliated with the institution.*

Housing (Do not include any information about dormitories in this table.)

	Tax Exempt - Affiliate Housing ⁴	Taxable - Affiliate Housing ⁴	Tax Exempt - Other Housing	Taxable - Other Housing
Number of Units:	2			40
Number of Buildings:	2			7

Property Transfers:

Please list Cambridge properties purchased since filing your previous Town Gown Report:

None

Please list Cambridge properties sold since filing your previous Town Gown Report:

None

E. REAL ESTATE LEASED

Please attach to the report a table listing of all real estate leased by your educational institution within the City of Cambridge. Include street addresses, use (e. g., institutional, residences, commercial, etc.) and approximate area of property leased (e. g., 20,000 SF, two floors, entire building, etc.). If your institution does not lease any real estate within the City of Cambridge, you may omit this section.

One Porter Square – 19,500 sq ft (one floor) leased for institutional use

F. PARKING FACILITIES

This section refers to parking spaces maintained in Cambridge only.

Number of parking spaces maintained for students

(including resident and commuter parking): 23

Number of parking spaces maintained for faculty, staff and visitors: 268

Do you charge for the use of parking spaces? If so, please describe your fee schedule: Yes.

Fee schedule: faculty/staff -- \$32/month; adjunct faculty -- \$50/semester; students -- \$8/month

⁴ For the purpose of this report, affiliate housing is defined as other housing owned by the institution that is available only to members of the academic community. *Affiliate housing does not include either dormitories or other housing available for rent to persons who are not affiliated with the institution.*

G. PAYMENTS TO CITY OF CAMBRIDGE FY 02:

Real Estate Taxes Paid for FY 02 ⁵ : \$	\$541,220.75
Payment in Lieu of Taxes (PILOT) for FY 02: \$	N/A
Water & Sewer Fees paid during FY 02: \$	\$234,668.50
Other Fees & Permits Paid during FY 02: \$	\$16,893.76

H. PAYMENTS TO CITY OF CAMBRIDGE FY 03:

Real Estate Taxes Paid for FY 03 ⁶ : \$	\$494,264.24
Payment in Lieu of Taxes (PILOT) for FY 03: \$	N/A
Water & Sewer Fees paid during FY 03: \$	\$254,945.80
Other Fees & Permits Paid during FY 03: \$	\$16,662.20

⁵ FY 02 for the City of Cambridge includes the period from July 1, 2001 through June 30, 2002.

⁶ FY 03 for the City of Cambridge includes the period from July 1, 2002 through June 30, 2003.

II. TRANSPORTATION DEMAND MANAGEMENT

Please provide the following information. You may summarize the information below or attach documents to this report, as appropriate. If your school has not updated information since submitting the 2002 Annual Report, you may so indicate in the appropriate space below.

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A. Results of surveys of commuting mode choice for faculty and/or staff and/or students. (We would appreciate receiving a copy of your survey instrument, if possible.)

Lesley has been working with the City of Cambridge Traffic, parking and Transportation Department to develop and implement a Parking and Transportation Demand Management (PTDM) Program.

At the time of submission, Lesley is in the process of administering a transportation and parking survey to faculty, staff and students to use as a baseline for the PTDM Plan. Lesley is currently drafting the PTDM Plan document and will have a Plan approved and filed with the City Traffic, Parking and Transportation Department by December 22, 2003, as requested.

Results of the in-progress survey will be made available as soon as all responses are received. Copies of the surveys are attached. In addition, the surveys (for faculty/staff and students, respectively) can be viewed online at the following URLs:

<http://www.surveymonkey.com/s.asp?u=53330279563>
<http://www.surveymonkey.com/s.asp?u=72660283956>

B. Information on the point of origin of commuter trips to Cambridge for faculty and/or staff and/or students. (This information will assist the City in lobbying for improved regional transit options.)

See above.

C. Description of Transportation Demand Management programs offered to faculty and/or staff and/or students (e. g., MBTA pass sale programs, shuttle services, bike parking facilities, etc.)

As stated above, Lesley has been working with the Cambridge Traffic, Parking and Transportation Department to develop and implement a Parking and Transportation Demand Management (PTDM) Program. Currently, Lesley does support reduction of vehicle trips to campus in several ways. Lesley provides on-campus parking to a relatively small number of its faculty and staff, and an even smaller number of students. A fee for parking program was implemented in the spring of 2003. The University offers on-campus sales of MBTA passes. Lesley helps make public transportation more affordable to employees by offering them the ability to pay for it on a pre-tax basis. Regularly scheduled shuttle service is provided between Mellen Street and the Porter Square campus. Lesley encourages students to use public

transportation by providing free parking vouchers to students utilizing the Alewife and Quincy Adams MBTA stations. The University reimburses students nearly \$20,000 annually for these parking expenses.

III. RECENT EFFORTS TO SHARE INFORMATION

Please briefly summarize efforts made by your institution to share information with either City agencies or the community about your institutional planning process over the past calendar year. You may either use the space below for your response or attach a statement to this report.

During the past year, Lesley University has engaged in a comprehensive long-range campus planning process. As an integral part of that process, the university has made extensive efforts to ensure that members of the community, particularly residents in the Agassiz and Porter Square neighborhoods, are both kept fully informed of Lesley's planning assumptions and, importantly, provided an opportunity for meaningful input into Lesley's planning work. Lesley's goal is to provide community members and City officials the ability to provide input and feedback before, during and after specific design proposals are formulated for the Lesley campus, and to integrate that input into the further development of Lesley's plans. Toward this end, Lesley representatives have conducted regular formal and informal briefings and presentations to:

- **Agassiz Neighborhood Council (and its off-shoot ACID)**
- **Porter Square Neighborhood Association**
- **an ad hoc group of Agassiz neighborhood residents interested in Lesley's campus planning**
- **Cambridge City Manager**
- **Rep. Alice Wolf**
- **Cambridge City Council, both on an individual basis and before the Council's Committee on University Relations.**

In addition, Lesley has provided regular written updates on its planning progress via the Agassiz Neighborhood Council's "Whistler" newsletter and the Porter Square Neighborhood Association's electronic newsletter.

Lesley is committed to maintaining these proactive communications efforts, as well as any others that will advance the goal informing the larger community of the university's plans and ensuring two-way communication between the university and its neighbors.

IV. FUTURE PLANS

On page 12 of the Town-Gown Report, the members of the Town-Gown Committee agreed that “Universities should offer statements of their future needs to the city and plans responding to those needs. These plans should include specific statements about known development projects and their status; forecasts of faculty, staff or student population growth; and identified needs that do yet have solutions . . . These plans should address known concerns of the community, such as parking and/or tax base erosion.”

Describe your institution’s current and future physical plans:

- Employ a planning horizon of ten years;
- Describe the broad goals of your plans and the primary needs that you address through your plans (e. g., housing needs of staff or of students, encourage interdisciplinary research, etc.);
- Identify and describe plans for future development on the various districts of your campus (coordinate with Map 3 in Section VI);
- Include in your discussion the relationship of planned and projected institutional development to adjacent residential districts within Cambridge and any impacts that might result;
- Include in your discussion the relationship of planned and projected institutional development to adjacent retail and commercial districts within Cambridge and any impacts that might result (e. g., loss or relocation of retail space, etc.);

To the extent feasible, your narrative should also include the following specific information:

- Project and describe anticipated changes in your employee and student populations;
- Project and describe anticipated changes to your housing stock;
- Project and describe anticipated changes to your parking stock;
- Describe any needed property acquisition and disposition.

Please provide copies or summaries of any institutional plans shared with community groups within Cambridge.

In May, 2003, Lesley retained Dober, Lidsky, Craig and Associates, one of the nation’s premiere academic campus planning firms, whose principal, Richard Dober, is also an Area Nine resident. Since then, Dober, Lidsky, Craig and Associates has been helping the university establish the broad parameters of a long-range campus plan, as well as beginning examination of specific potential strategies to meet identified needs.

That work to date has included:

- **Creating an accurate inventory of the university's existing physical space, and clarifying how that space is currently utilized;**
- **Identifying the critical planning assumptions around future campus needs;**
- **Identifying currently available property for new development and/or renovation of existing facilities;**

- Exploring the most desirable physical relationship between key functional campus elements (e.g., library, residence halls, student administrative services, etc.).
- Sharing information on the university's campus planning process with the two primary neighborhood groups affected by Lesley's campus, the Agassiz neighborhood Council and the Porter Square Neighborhood Association.

Lesley's planning work to date has identified the following list of needs within the plan's 10-year planning horizon:

- Space for the academic programs of the Art Institute of Boston (currently located in Kenmore Square)
- New science laboratories
- Modernized library
- Student center
- Auditorium
- Additional residence halls for AIB and Lesley College
- --etc.

It should be noted that Lesley does not anticipate that all of the items on the foregoing list will be able to be accomplished in their entirety within the planning timeframe, given space and financial limitations.

Initial Planning Assumptions

Lesley has been located in Cambridge since its founding in 1909. The university's campus planning anticipates that Lesley's primary campus will continue to be in Cambridge. Over time, Lesley's Cambridge presence has evolved into two campus clusters -- one in the Agassiz neighborhood between Everett and Wendell Streets, and the other in the Porter Square area. These two "mini-campuses" are bound together by Massachusetts Avenue, which not only serves as a connector between the two ends of the Lesley campus, but also provides to Lesley students, faculty and staff access to a wide array of commercial establishments (restaurants, cleaners, pharmacies, etc.) that do not have to be duplicated within the university campus.

Lesley University provides undergraduate and graduate degree programs through five schools, as well as continuing education programs for non-matriculated students (i.e, Lesley Seminars). Three of the five schools cater to adult students who predominantly take courses on a part-time basis: the School of Education, the Graduate School of Arts and Social Sciences and the Adult Baccalaureate College. The two remaining schools -- Lesley College and the Art Institute of Boston (AIB) -- primarily serve traditional age undergraduate students, many of whom reside in university-provided housing.

In addition to its campus-based degree programs in Cambridge and Boston, Lesley serves more than 7,000 adult students who take their classes at more than 200 off-campus sites located in 20 states. Lesley forecasts significant growth in these off-campus degree programs. However, that growth is expected to result in negligible increases in on-campus personnel and new space requirements in Cambridge.

Planning assumptions for Lesley's two residential schools -- Lesley College and AIB -- are largely tied to an ongoing study of the future of the undergraduate programs. Two issues under study that could have implications for campus planning are consideration of converting Lesley College to become co-educational (as Lesley's other four schools currently are); and increasing by some percentage Lesley College's and AIB's enrollment (currently approximately 550 in each school). Results of the undergraduate programs study and decisions by the Lesley University Board of Trustees on both of these issues are expected by December 2003.

Relocation of AIB

The Art Institute of Boston became part of Lesley University in 1998. All of AIB's academic and administrative functions are housed in approximately 56,680 net useable square feet in two buildings in Boston's Kenmore Square. Lesley owns the main AIB building. The auxiliary building, however, is leased. Under the terms of that lease, negotiated prior to AIB becoming part of Lesley, allow for the landlord to give AIB 18 months termination notice on a rolling basis. This situation compels Lesley to seek an alternative permanent location. For myriad academic and operational reasons, the best location for AIB is in Cambridge in close proximity to the rest of Lesley.

Most of Lesley's initial planning has focused on relocating AIB to the Porter Square area. In this planning scenario, AIB would be housed within a combination of existing and newly created facilities in and around Porter Square. Potential sites for AIB classrooms, studios and/or residence halls include the second floor of the Porter Exchange building (55,000 sq. ft. to be vacated by the Smithsonian Astrophysics Observatory at the end of 2005); the Lesley-owned lots on Massachusetts Avenue opposite Porter exchange; the parking lot behind Porter Exchange; portions of 815 Somerville Avenue that are currently leased to commercial tenants; and the MBTA air rights parcel behind Porter Exchange (see below). In this scenario, AIB would become the anchor of a cluster of art-related programs and activities, to also include other Lesley arts programs (Creative Arts in Learning Master's Program, Expressive Therapies Master's and Ph.D. Programs, Art Education Master's and Teacher Licensure Program, Lesley Seminars, etc.). Key elements of an AIB building would be at least one public exhibition gallery, an art supply store, and other retail-oriented programs that would benefit the community at large. Lesley also has had preliminary discussions with the Agassiz Neighborhood Council regarding potential programmatic collaboration with the planned Maud Morgan Community art Center. Lesley is confident that such an arts-oriented use of its Porter properties could attract additional arts-oriented businesses and organizations.

Porter Square Air Rights

In June, 2003, Lesley became aware of the MBTA's intention to seek development proposals for the air rights over the commuter rail line between the Porter Station and the Beacon Street Bridge. This parcel, offered as an 85-year lease from the MBTA, straddles the cities of Cambridge and Somerville. Given its status as the abutter of a major portion of this site, Lesley opted to submit a formal bid in response to the MBTA's RFP. At the time, Lesley noted that consideration of potential institutional use of the Porter air rights was premature in the

context of the university's long-range campus planning process. However, Lesley was compelled to respond to the T's timetable. In its response, Lesley submitted a conceptual plan for building student residence halls accommodating approximately 200 beds and some parking above the Porter air rights.

As of submission of the 2003 Town Gown Report, the MBTA has indefinitely suspended the process for awarding the Porter air rights. Lesley is one of two potential developers of the site that submitted bids. However, both bids were deemed to be non-compliant with the bid requirements. (Lesley's bid was deemed non-compliant because it did not meet the MBTA's minimum required financial contribution of \$4 million. The other bid was deemed non-compliant because it contained contingencies.) At the request of the MBTA, Lesley and the competing bidder, Oak Tree Development Company, are exploring ways to jointly develop the air rights parcel. To date, no mutually acceptable approach to joint development has been identified.

Long-Range Campus Planning Considerations To Date

An initial choice identified by the ongoing campus planning process revolves around what kinds of generic programming Lesley and its neighbors would like to see at each end of the campus. For example, one option would be to concentrate classrooms and other academic uses at one end (e.g., Porter), and all or most of the university's residence halls combined with some administrative and academic uses at the other end (e.g., Everett-Mellen-Wendell). An alternative would be to create "living and learning" communities at both ends, encompassing some academic and student residential space on both campuses. The arts-centered nucleus of programs at Porter described above is a variation of the latter option. Lesley has begun actively soliciting community reaction to these two potential approaches.

Lesley anticipates that as part of any future campus plan, the university will seek to create within its Porter Square properties an enhanced "campus feeling" that will benefit students, faculty and the community at large. For example, Lesley would like to find ways to create increased open space in this area – a part of Cambridge that today enjoys less open/green space than perhaps any other neighborhood in the city. Similarly, Lesley is keenly interested in improving the pedestrian-friendliness of the area, as well as enhancing safety, traffic and parking congestion. These goals are consistent with the wants and desires of Lesley's neighbors.

Next Steps

The foregoing describes a long-range campus planning process that remains a work in progress. More work remains to be done and several key decisions that will be linchpins in determining the direction of the plan are yet to be made (notably, the undergraduate program study and resolution of the Porter air rights).

Lesley remains committed to keeping its planning process open and accessible to residents in the affected neighborhoods and to city officials. Lesley will keep all interested parties fully

briefed on its planning process, and regularly seek feedback as key decision points and milestones are reached.

V. PROJECTS

Your narrative should also include the following project specific information:

- List all development projects completed within the past year, currently in construction or which will require City permits or approvals during the next three years (coordinate with Map 4 in Section VI);
- Indicate how each project meets the programmatic goals of your institution discussed in Section IV;
- Indicate how each project fits into the physical plans for the immediate campus area;
- Indicate identified future development sites on your campus (coordinate with Map 5 in Section VI).

During the summer of 2003, Lesley completed renovations to existing residence halls in the so-called “East-West Building” along Oxford Street between Everett and Mellen. This work included replacement of bathrooms and other updates, as well as installation of a sprinkler system throughout the entire building, including the 157-bed residential complex.

During the summer of 2004, Lesley will undertake Phase II of the sprinkler installation program. When completed in September 2004, all of Lesley’s Cambridge residence halls, including all of the wood frame Victorians that are used as dormitories, will be fully sprinklered.

In December 2005, the Smithsonian’s lease for the second floor of the Porter Exchange Building (approximately 55,000 square feet) will expire. Lesley plans to undertake renovation of this space for institutional use at that time.

In June, 2003, Lesley responded to a Request for Proposals from the MBTA for development of air rights over the commuter rail tracks at Porter Square. See details above under “Future Plans.”

VI. MAPPING REQUIREMENTS

Please attach to the report maps of the following:

1. Map of all real estate owned in the City of Cambridge. Categorize properties by use as appropriate (e. g., academic, dormitory, commercial investment, etc.).
2. Map of real estate leased. Categorize properties by use as appropriate (e. g., academic, dormitory, commercial investment, etc.). This map can be combined with the one above.
3. Map of future development districts on your campus.
4. Map of development projects completed within the past year, now underway, proposed or planned within the next three years.
5. Map of identified future development sites on your campus. This map can be combined with the one above.

SEE ATTACHMENTS

VII. INSTITUTION SPECIFIC QUESTIONS

The Planning Board raised the following questions in the course of its Town Gown discussions during the Winter and Spring of 2003. To the extent feasible, please respond to each question addressed to your institution.

Lesley University

1. Prepare a draft of its planning goals for the Board to review. The University acquired 815 Somerville Ave., and will have control of 2nd floor of Porter Exchange when lease expires in 2005. We understand that the University is doing a master plan process in 2003 to look at utilization of these facilities and want to review the matter at an early stage of discussion.

Lesley has provided as complete a response to this request as is currently available in the section titled "Future Plans."

2. One important part of Lesley's master plan process is looking at the integration of the Art Institute of Boston, currently in Kenmore Square with Cambridge functions. Will the Art Institute or any of its components move to Cambridge?

One of the central planning assumptions of Lesley University's ongoing campus planning process described herein is that the Art Institute of Boston will relocate to Lesley's Cambridge campus. The timing and specific location(s) for such a move are undetermined at this time. Further details are contained in the section titled "Future Plans."



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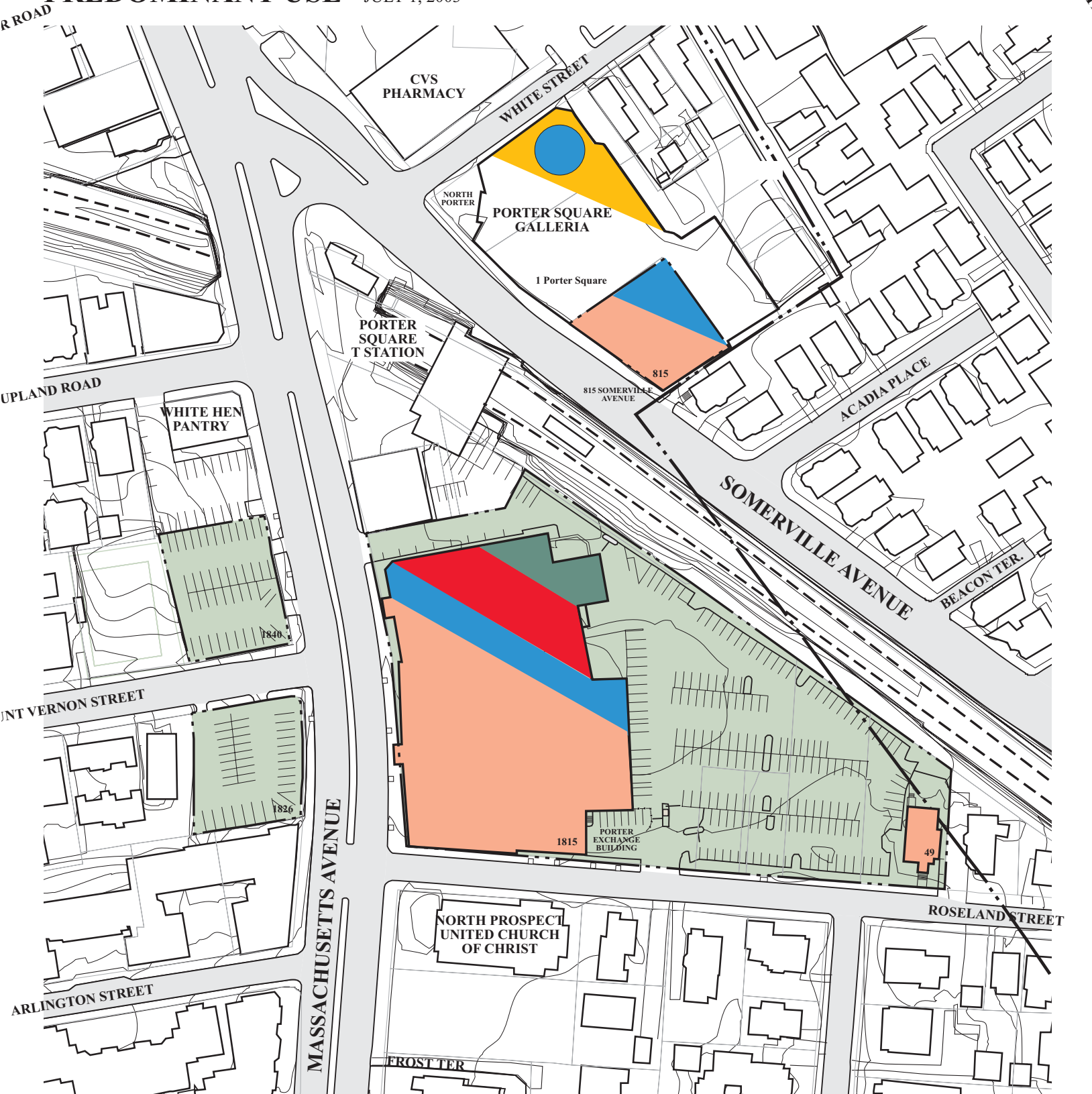
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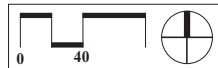
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PREDOMINANT USE JULY 1, 2003



CENTENNIAL CAMPUS PLAN STUDIES 2003

NORTH CAMPUS



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Campus and Facility Planning Consultants

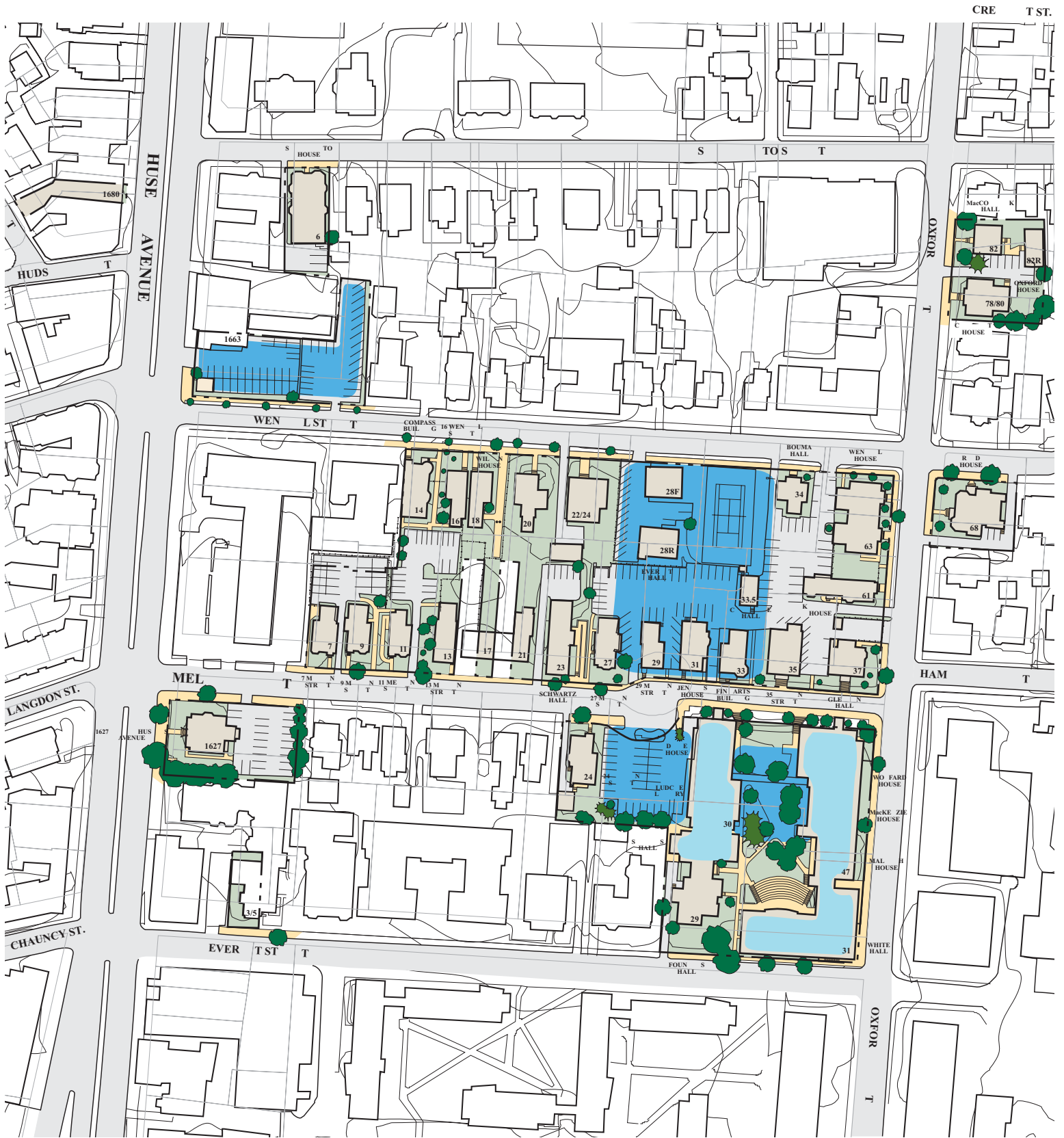
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| ■ ACADEMIC | ■ STUDENT RESIDENCE | ■ LEASED BY LESLEY |
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TOTAL ACREAGE: 4.1 Acres

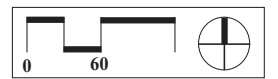
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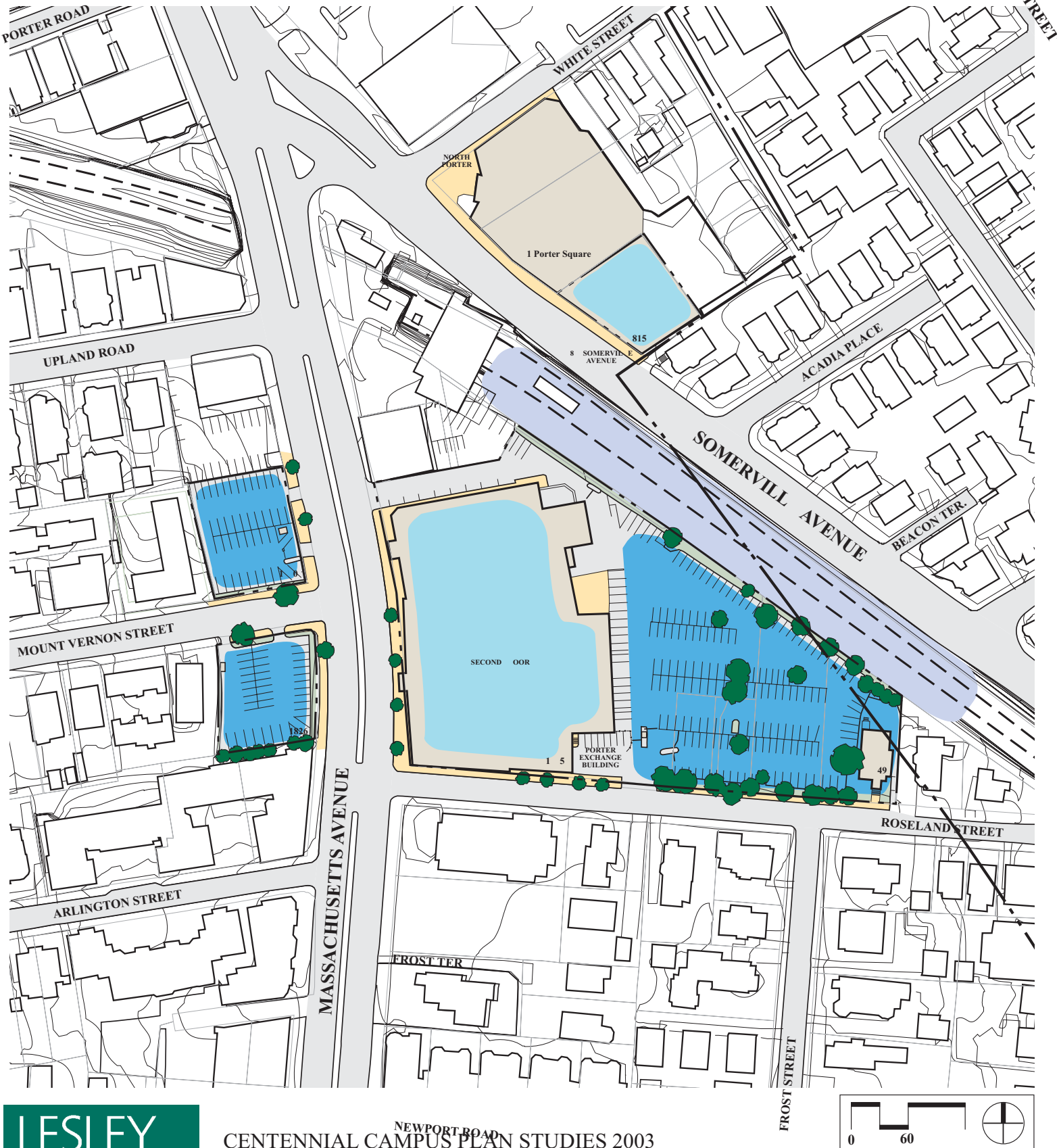
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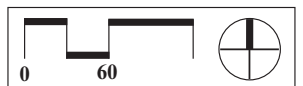
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NORTH CAMPUS OPPORTUNITY AREAS



CENTENNIAL CAMPUS PLAN STUDIES 2003
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- POTENTIAL NEW CONSTRUCTION AND LANDSCAPE AREA
- POTENTIAL RENOVATION
- POTENTIAL AIR RIGHTS

FOREST STREET