

## MEETING NOTES

<b>PROJECT</b>	<b>University Space Committee (USC)</b>	<b>MEETING DATE</b>	June 20, 2019
<b>LOCATION</b>	Hinderaker 0154	<b>AUTHORS</b>	Sharyl Murdock / Liz Perez Space Management
<b>ATTENDEES</b>			
<b>Members</b>	Gerry Bomotti (co-chair)	Vice Chancellor for Planning and Budget	
	Veronica Ruiz	Chief Financial Administrative Officer	
	Georgianne Carlson	Business Administrative Services /Auxiliary Services	
	Maggie Souder	College Facility Manager Representative	
	Richard Arnott	Faculty Representative 2	
	Susan Marshburn	Facilities Services Representative	
	Deborah McWilliams	CNAS Liaison	
	Jose Wudka	Faculty Representative 1	
	Cathy Eckman	Designee for Student Affairs	
<b>Staff</b>	Sharyl Murdock	Space Management	
	Elizabeth Perez	Space Management	
<b>DID NOT ATTEND</b>			
<b>Members</b>	Cynthia Larive (co-chair)	Provost and Executive Vice Chancellor	
	Gillian Wilson	VCRed Representative	
	Ashok Mulchandani	Faculty Representative 3	

### 1. Information Item – Committee Membership

- i. Provided more information regarding the appointment of the CNAS Liaison to the USC. This position was added for a two-year term as a second College Facility Manager Representative and may be reviewed after that period.

### 2. Review of Campus Space Policies

- i. The Standard Campus Space Policy and Faculty Space Assignment Policy are being recommended to the Provost for campus adoption.
  - i. Information will be added to the Standard Campus Space Policy regarding MRB

### 3. Information Item – Space Call Letter Updates

- i. The space requests are due June 24, 2019. Multiple departments are asking for the same spaces.
- ii. The Summer Sessions suite will be available September 2019.

- iii. The space requests will be discussed at the July USC meeting. Administrative recommendations and justification will be provided along with all received requests for committee review. Requestors have been invited to provide a 5-minute summary of their needs per committee guidelines.

#### **4. New Information – UCOP GO Bond**

- i. The Office of the President is preparing data for an anticipated GO Bond on the November 2020 ballot. The Bond is currently expected to be for \$8M, split between UC and CSU. Campuses were asked to provide their top three projects that meet two or three of the following criteria:
  - i. Support enrollment growth
  - ii. Seismic upgrades
  - iii. Deferred maintenance
- ii. The campus will be submitting the following projects for consideration:
  - i. Classroom, Class Lab / Studio building – a new building anticipated to accommodate additional classroom seating, wet and dry laboratories, as well as space for art studios, music and dance space to address enrollment growth needs.
  - ii. Buildings that meet both the seismic and deferred maintenance criteria:
    - 1. Olmsted/Humanities (includes the Theater) and Spieth.
    - 2. Other buildings that met the criteria for seismic (level 5 or higher) were Steam Plant, Chapman, and the Chancellor’s Residence.
- iii. The campus will be completing seismic reviews of all buildings in the fall.

#### **5. Cryo-TEM update**

- i. Options are still being reviewed and a recommendation should be brought forward in the next few weeks. If there is consensus between the units, this will not come to committee for decision however we will provide an update.

#### **6. Review of Proposed Targets / Space Matrix**

- I. Reviewed changes to the Space Requests and Proposed Targets list.
  - a. VCSA request has been reduced from space for 5-7 staff to one additional office, preferably Hinderaker 2117 or other nearby office.
  - b. Campus will provide up to 6 cubicles on the 2<sup>nd</sup> floor and up to 8 cubicles on the 3<sup>rd</sup> floor as soon as feasible for the current occupants. We will provide an updated timeline when available. VCPBA is expected to request some space for the Sustainability Office.

#### **7. Information Item – Conversion of campus computer labs to general assignment classrooms.**

- i. Watkins 2101 will be converted beginning in September and should be available for winter classes.
- ii. Sproul 2225 is undergoing a broader discussion led by Ken Baerenklau to determine if this room use should change

**8. Campus Space Data Report – Spring 2019**

- i. The document contains information at the campus and organization levels for core campus space.
  - a) The document is available on the USC website (Resources tab) and may be shared with others
  - b) The document will be updated twice per year following the Fall and Spring Space Surveys

**9. Next Meeting:** The next meeting is scheduled for Thursday July 18, 2019 at which time we will make decisions on requests for Call Letter spaces and any other critical items (e.g. Cryo-TEM, if this is brought forward).

**10. Information Item** – one faculty member may be rotating off the committee. We will confirm timing and request a replacement faculty member from the Academic Senate.