

MEETING NOTES

PROJECT	University Space Committee (USC)	MEETING DATE	July 18, 2019
LOCATION	Hinderaker 0154	AUTHORS	Sharyl Murdock / Liz Perez Space Management
ATTENDEES			
Members	Gerry Bomotti (co-chair)	Vice Chancellor for Planning and Budget	
	Ken Baerenklau	Associate Provost (Provost representative)	
	Veronica Ruiz	Chief Financial Administrative Officer	
	Georgianne Carlson	Business Administrative Services /Auxiliary Services	
	Maggie Souder	College Facility Manager Representative	
	Deborah McWilliams	College Facility Manager Representative 2	
	Jose Wudka	Faculty Representative 1	
	Cathy Eckman	Designee for Student Affairs	
Staff	Sharyl Murdock	Space Management	
	Elizabeth Perez	Space Management	
DID NOT ATTEND			
Members	Thomas M. Smith (co-chair)	Interim Provost and Executive Vice Chancellor	
	Susan Marshburn	Facilities Services Representative	
	Richard Arnott	Faculty Representative 2	
	Ashok Mulchandani	Faculty Representative 3	
	Gillian Wilson	VCRed Representative	

1. **Introduction and Call Letter Presentations** – documentation provided by requestors was sent to the committee for review prior to the meeting. Represented units were given approximately five minutes to provide additional information and answer questions from the committee.
 - a. **CHASS:** Milagros Pena (Dean), Cindy Williams (Asst Dean & CFAO), Sang-Hee Lee (Associate Dean), Kiril Tomoff (Associate Dean of Arts and Humanities)
 - i. CHASS requested space in both Skye and Sproul to help solve their priority space issues including office and lab space for new faculty and TA space.
 - ii. Additional priority needs include Social Psychology space, Anthropology ethnography lab, and space for Latin American Studies and Global Studies programs.
 - iii. Part of the need is in response to TA grievances on space assignments.
 - iv. If assigned space in Skye and/or Sproul, CHASS would move TAs currently housed in the INT buildings where priority faculty space is needed.

MEETING NOTES

- b. **VCSA - Case Management:** Liz Mondragon (Director of Counseling and Psychological Services)
 - i. Case Management is requesting Skye 0361. They currently employ four licensed clinicians housed in Costo. Skye 0361 has 4 private offices and a small reception area so the suite would not require any modification to accommodate their group. VCSA would like to relocate them as part of their overall plans for Costo.
 - ii. Case Management supports some of the most vulnerable students on campus dealing with mental health crises and trauma.
 - iii. The unit is anticipated to move into the new Student Health and Counseling Center however that project is currently in the planning phase and will be about 2.5 years before completed.
- c. **Athletics - Student Athlete Services and Athletic Compliance:** Michelle Almazan (Director, Student-Athlete Academic Services), Joseph Erbland (Assistant Athletics Director-Operations)
 - i. Athletics is requesting the Skye 0372 suite. The unit already occupies adjacent space on the floor including a small study room. This location has been good for the unit as they have created partnerships with the adjacent Honors Department and the Academic Resource Center on the first floor of the building.
 - ii. The NCAA requires monitoring of student study sessions and requires that athletes maintain a minimum GPA.
 - iii. There are currently about 300 student athletes and currently there is study space for about 34 students. The department staff have been vacating their own nearby offices to let students use them for study space.
 - iv. If assigned the space, the plan is to remove walls into their existing study room. They estimate this will allow them to increase from 34 seats to 55-60 seats.
- d. **CNAS – Math and Chemistry:** Jose Wudka (Divisional Dean Physical Sciences & Mathematics)
 - i. Request for space in Sproul for Chemistry TAs – Chemistry TAs have been displaced due to the renovations in Pierce. CNAS needs TA space for this group by the middle of the fall quarter and all available CNAS space in other buildings is being held for use during the Batchelor project. Although this is a long-term need, there may be CNAS solutions after the Batchelor project completes. The original plan was to accommodate them within Pierce, however the designated room upgrades are not within the current budget. VC Bomotti will look into the possibility of finishing the Pierce space to accommodate this need.

MEETING NOTES

- ii. Request for space in Skye for Math TAs and new faculty – the Math department is growing and has hired 6 new faculty members who will arrive 7/1/20. There is a need for private offices for the new faculty however, private offices were not included in this call letter and are not currently available for reassignment. Suite 0361 and 0372 would be ideal for Math TAs currently in the Bookstore Annex. The Bookstore space needs to be released prior to completion of the Pierce Hall project.
- e. **GSOE Undergraduate Advising:** No speakers were available to present
 - i. Request for space in Sproul – GSOE has hired two new undergraduate advisors due to program growth and need space to accommodate them. Their intent is to move administrative staff currently on the 1st floor into available basement space and assign the advisors to the first floor space.
- f. **Note:** The USC acknowledged the extreme lack of campus space. All of the requests presented were well-justified and represented important campus needs. All unmet requests will be added to the USC Space Request list and we will continue to look for opportunities to meet department needs.
- g. **Discussion on USC Recommendations to the UCR Provost** – the document emailed to the committee on 7/11/19 contained information provided by call letter respondents as well as administrative recommendations on assignments. After some discussion, the USC recommends the following allocations of space:
 - i. Skye 0361 and 0372 – recommend assigning to CNAS to accommodate growth in Math and loss of current space in the Bookstore.
 - ii. Sproul B01213, B0217, B0221 – recommend assigning to GSOE to help accommodate internal moves allowing undergraduate advisors to occupy space on the 1st floor.
 - iii. Sproul B0205, B0214A, B0220 – recommend assigning to CHASS to help accommodate TA moves out of the INT buildings.
- h. **Some of the issues discussed by the USC included the following:**
 - i. Skye space – Former Provost Larive believed the Math department needed to have space on the 3rd floor of Skye to address their growth. They currently occupy the 2nd floor of Skye and would benefit from being located close to other department resources. Also, Math will be losing space in the Bookstore, and recently lost TA space in Pierce, so has a need for tutoring space. Math currently has tutoring (Math Emporium) space in the Bookstore, on the 3rd floor of Skye, and in Webber.

MEETING NOTES

- ii. Skye space – Case Management can stay in Costo until the new building is completed however it requires VCSA to reconsider their current relocation plans.
- iii. Skye space – Athletics moved into Skye approximately two years ago and athlete GPAs have steadily increased with the availability of study space and access to tutors. Space is not a direct trigger to lose money from the NCAA but they want more space to keep students engaged and continue to maintain good GPAs. The committee recommends we look for options such as Library study space to accommodate their needs. We understand the space needs to be monitored which would require new staff (professional staff or graduate students) or use of technology to remotely monitor if an acceptable alternative.
- iv. Sproul space – GSOE currently occupies space in Sproul and would benefit from having adjacent space for growth.
- v. Sproul space – CHASS currently occupies space in Sproul and would benefit from having adjacent space for growth. It is anticipated that TAs would move from the CHASS INT buildings into the Sproul space.
- i. **Follow up items:**
 - i. Ken Baerenklau will speak to the Library to see if there is appropriate space available for the Athletics need.
 - ii. Gerry Bomotti will review options for the current shell space in Pierce Hall to see if we can feasibly complete space for Chemistry TA use.

2. General Updates

- a. The campus will be moving forward with adding 12 cubicles in the Student Services building.
- b. The CryoTEM possible space request for the USC has been withdrawn.
- c. The School of Medicine Education building has initial funding approval by legislature for \$80-\$100M. We have requested \$5M this year to begin the design phase.

3. **Next Meeting** – the next meeting is scheduled for Thursday August 15th and we anticipate discussing the Capital Financial Plan. This report is an annual submittal to Office of the President who prepares a systemwide capital financial plan for acceptance by the Regents.

4. Future Meeting Topics:

- a. MRB operational updates (MRB Admin team)
- b. VCSA plans for Costo re-use