



## University Space Committee

Thursday, August 15, 2019

4:00pm – 5:00pm

Hinderaker 0154

<https://usc.ucr.edu/>

Call-In Number: <https://ucengage.zoom.us/j/7473353146>

1 669 900 6833 US Meeting ID: 747 335 3146

### MEETING AGENDA

1. Capital Financial Plan – Information item	
2. MRB Operational Updates – Information item (MRB Admin team)	
3. Review Space Requests and Proposed Targets document	
4. USC Policy update – Information item	
5. Anticipated Future Items: <ul style="list-style-type: none"><li>• Costo space plan from VCSA</li></ul>	
Meeting Materials:	<b>Links</b>
Capital Financial Plan summary MRB committee charge and membership information Space Requests and Proposed Targets Core Campus Space Procedures and Guidelines documents (general and faculty)	

Committee Staff Contacts:

Sharyl Murdock, Campus Space Manager; 951-827-2126; or [Sharyl.murdock@ucr.edu](mailto:Sharyl.murdock@ucr.edu)

**SUMMARY OF UCR CAPITAL PRIORITIES - STATE ELIGIBLE**

**2019 - 2025**

**Internal Draft For CPC Review**

<u>CURRENT PRIORITIES FROM 2018-2019 CYCLE - listed in priority order</u>	<u>Estimated Amount -M's</u>	<u>Status Update - July 2019</u>	<u>Project Description</u>
<b>Major new facilities - State Eligible</b>			
UG Class Lab/Studio and Teaching Facility	\$100.0	Submitted to UCOP as one of 3 priorities for GO Bond	New wet and dry class lab and support space, open lab and performing arts studio space, and instructional space
SOM education building	\$100.0	Approval in 2019 legislative session for moving forward	New space for SOM instruction and administration
Professional School Building - Business	\$55.0	Design work moving forward - Phase 1	New instruction and research space
Engineering Building	\$100.0		New instruction and research space to address growth
Multidisciplinary Research Building 2	\$200.0		New wet and dry interdisciplinary and multi-disciplinary research space, as well as associated core programs
Clean Energy Technology Park	\$10.0	Initial planning and land funding only	Focus on sustainable energy research
Classroom and Academic Building		Included in the 1st priority, however in case the GO Bond is not approved, breaking the project into smaller pieces	New classroom and class laboratory space
Plant Growth Environments additional phases	\$25.0	PGE Phase 1 under construction	Continues to replace outdated greenhouses and plant growth facilities on east campus
Multidisciplinary Research Building 3	\$230.0		New research space primarily for biological, chemical and agricultural sciences. Phase one of a potential two phased project to maximize program and site
<b>Major building renovations/renewals (to include Seismic) State Eligible (not listed in priority order)</b>			
Boyce Hall Building Systems	\$55.0		Provide modernization and energy efficiency improvements to antiquated building systems
Campus electrical infrastructure - Substation	\$20.0		Repairs and upgrades to main campus substation near Parking Lot 30
Central plant renovations/carbon neutrality modernization	\$25.0		New strategies and equipment in support of a campus-wide carbon neutrality effort that may include a new facility and/or support for new, modern capital development
Life Sciences	\$24.0		Renovate and modernize instruction and research space for multiple disciplines engaged in active research. It addresses antiquated building systems and provides necessary modernization of laboratory space and equipment, minor laboratory reconfigurations, code corrections and updates, and improves life safety.
Natural Reserve projects	\$20.0	Two projects	Could include upgrades/new construction to provide short term researcher housing and educational outreach facilities
Olmsted & Humanities Theatre	\$87.1	Submitted to UCOP as one of 3 GO bond projects.	Address building seismic and deferred maintenance issues.
Performing Arts Studio space		Included in the 1st priority for new facilities , however in case the GO Bond is not approved, breaking the project into smaller pieces	Renovate space to provide additional studios for Music, Art, and Dance on campus
Physics Building Systems Improvement	\$15.0	Looking at options with additional state funds provided for Pierce. Physics 2000 scheduled for renovation summer 2020	Address antiquated building systems, providing improvements to extend the building's useful life
Seismic Project A	\$35.0	Placeholder for seismic projects requiring completion by 2030	
Seismic Project B	\$25.0	Placeholder for seismic projects requiring completion by 2030	
Seismic Project C	\$25.0	Placeholder for seismic projects requiring completion by 2030	
Speith	\$65.2	Submitted to UCOP as one of 3 GO bond projects.	Provide full seismic retrofit; perform deferred maintenance to address building systems, and if possible renovation of interior space to update and optimize lab and classroom configurations, improve life safety, and ensure compliance with code and accessibility requirements.
Sproul	\$70.0		Addresses antiquated building systems and provides necessary modernization of instruction, research and associated office space.
Watkins	\$57.0	Watkins 1000 scheduled for renovation	Addresses antiquated building systems and provides necessary modernization of instruction, research and associated office space.
Boyce Hall and Webber Hall Interior Renovations	\$73.0		Complete interior improvements to these wet laboratory buildings
West campus infrastructure	\$10.0		Assess condition of existing irrigation and other utilities in support of Agricultural Operations on the West Campus
<b>Other Major Facilities Needs/Requirements: (not in priority order)</b>			
Campus infrastructure, to include electrical, mechanical, steam plant, etc.		Multiyear plan in the CFP	
Ag infrastructure to include greenhouses, headhouses, west campus, etc.			
Seismic		Seismic reviews continue but highest risk structures must be addressed by 2030	
Deferred Maintenance (DM)*		ICAMP project moving forward to complete full DM evaluation of all core campus buildings	

## Summary of UCR Capital Financial Plan by Program Category and Fiscal Year (2019-20 to 2024-25)

Draft for internal review 8.1.19

							Funding in 000s
Project Name	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Grand Total
Athletics Dance Renovation and Seismic Upgrades					43,000		43,000
Boyce Hall and Webber Hall Renovations and Seismic Upgrades		86,000					86,000
Business School Building Phase 1	55,000						55,000
Business School Building Phase 2						25,000	25,000
Campus Chilled, Hot Water, and Steam Upgrades	5,000	20,000	15,000	15,000	12,500	12,500	110,000
Campus Electrical Upgrades	5,000	10,000	30,000	30,000	20,000	20,000	145,000
Campus-Wide Multi-Phased Site Development and Infrastructure				20,000			20,000
Capital Projects \$1M to \$5M (AUX) Total	6,000	11,000	11,000	6,000	8,000	8,000	50,000
Capital Projects \$1M to \$5M (E&G)	5,000	2,500	2,500	2,500	2,500	2,500	17,500
Capital Projects \$5M to \$10M (AUX)	-			6,000	5,000	5,000	16,000
Capital Projects \$5M to \$10M (E&G)	5,000	5,000	5,000	5,000	5,000	5,000	30,000
Central Plant Siesmic and Infrastructure Improvements		25,000					25,000
Clean Energy Technology Park (Planning Phase)		10,000					10,000
Deferred Maintenance (State-Eligible)	15,000	15,000	15,000	15,000	15,000	90,000	180,000
Engineering Building Unit 3		115,000					115,000
Future East Campus Acquisitions		10,000					10,000
Future Land Acquisitions Including Agricultural Operations		10,000					10,000
Hotel and Conference Center			TBD				-
Life Sciences Building Lab Renovation					24,000		24,000
Multidisciplinary Research Building 2				200,000			200,000
Multidisciplinary Resesarch Building 3						230,000	230,000
Natural Reserve Projects				15,000			15,000
North District Ph 2 - Student Housing						200,000	200,000
Olmsted Hall and University Theater Seismic and Interior Improvements		87,000					87,000
Parking Structure 1	30,475						30,475
Parking Structure 2				30,400			30,400
Physics Building Renovation		61,000					61,000
Pierce Hall Interiors	13,000						13,000
Plant Growth Environments Facility 2				25,000			25,000
Professional School - Education and Public Policy						72,000	72,000
School of Medicine Education Building	5,000	95,000					100,000
Seismic Project A		35,000					35,000
Seismic Project B			25,000				25,000
Seismic Project C					25,000		25,000
Spieth Hall Renovation and Seismic Upgrades		76,000					76,000
Sproul Hall Renovation					70,000		70,000
Student Health and Counseling Center	33,000						33,000
Tree of Life Museum and Botanic Garden Infrastructure Improvements						15,000	15,000
Undergraduate Class Lab and Teaching Facility		100,000					100,000
Watkins Hall Renovation				57,000			57,000
West Campus Infrastructure			10,000				10,000
<b>Grand Total</b>	<b>177,475</b>	<b>773,500</b>	<b>113,500</b>	<b>426,900</b>	<b>230,000</b>	<b>685,000</b>	<b>2,481,375</b>

# MRB Space Committee

## Charge

The MRB Space Committee is charged by the Provost with the responsibility to regulate the internal space of the MRB and reporting to campus Senior Leadership regarding decisions, recommendations or other issues requiring additional attention or consideration. The committee will have oversight of the allocation and use of rooms, walls, lockers, cabinets, hallways and all other spaces within the MRB building. Committee members are expected to represent the best interest and use of the building apart from any personal department or cluster affiliations.

## Membership

The MRB Space Committee is comprised of individuals able to represent multiple facets of the MRB building occupants, including representation across floors, clusters, departments and disciplines.

## Members

Monica Carson, Chair

Karine LeRoch, Member

Vassilis Tsotras, Member

Khaleel Abdulrazak, Member

Joshua Morgan, Member

Gillian Wilson, Co-Chair, ex-officio

Manali Mehta, ex-officio

Bri Cates, ex-officio

## Conflict of Interest

In order to alleviate real or perceived conflicts of interest, committee members agree to disclose affiliations with PIs requesting space as it pertains to cluster or other active collaborations. In addition, committee members from the same department or division as the requesting party will recuse themselves from the conversation and subsequent vote for space allocations.

## Voting Procedure

Quorum for MRB Space Committee meetings has been established as a minimum of 4 members.

Absentee ballots will be accepted and must be emailed at least one hour in advance of the meeting to the Chair with a copy to [mrbadmin@ucr.edu](mailto:mrbadmin@ucr.edu).

Decisions will be determined by a committee vote wherein the majority favor presides.

Ties or appeals will be escalated to the ex-officio Co-Chair for decision.

Campus Space Requests and Proposed Targets - Updated 8/8/19

Target	Requirements / Notes	Date Requested	Status
Athletics Department	Athletics would like a space to use as a study hall since the one that is being utilized right now is for about 34 students and they have around 300 student athletes. They are requesting to have a space that increases their capacity from 34 seats to about 55-60 seats.	6/23/2019	On hold
SOM / Academic Affairs, Clinical Faculty & Clinical Finance, SOM IT	SOM would like to request additional space at PATH and Webber Hall. We've fill up the initial 5 offices and 10 cubicles at Path. However, we need additional space asap for Academic Affairs and additional Clinical Faculty and Finance staff. SOM would also like to move some of our IT staff to Webber Hall.	6/25/2019	On hold
CHASS / Psychology	Laboratory - Changes in research -- Need dry lab for Social Psychology in the department of Sociology. Occupant of Space: Rengin Farat	6/25/2019	On hold
CHASS / Latin American Studies	Other Research Office -Space needed for Center for Latin American Studies. Occupant of Space: Alfonso Gonzales	6/25/2019	On hold
CHASS / Center for Global Studies	Other Research Office - Space needed for the Center for Global Studies. Occupant of Space: Bronwyn Anne Leebaw	6/25/2019	On hold
CHASS / Political Science	Faculty Office - Need space for faculty offices to accommodate growth in the departments. Space needed: ASAP	6/25/2019	On hold
VCSA business operations unit	Requesting Hinderaker 2117 (or other nearby office) if space becomes available to accommodate a new AVC/Dean of Students arriving August 1, 2019.	5/30/2019	On hold
Additional cubicles in Student Services building	Confirming plans to add up to 14 new cubicles in the Student Services building (6 on the 2nd floor and 8 on the 3rd floor) in order to provide additional capacity. It is currently anticipated that the 2nd floor cubicles will be used to accommodate Enrollment Services staff growth.	n/a	Information item only
Office of Sustainability	Requesting space in Student Services building to co-locate the group (currently on 3 floors of Hinderaker). Requesting 1 private office already assigned to VCPBA, a staff cubicle, and student work space for 4-6 students and some storage.	5/7/2019	Will bring request to the committee once additional capacity is confirmed.
Math growth space in Skye	Math is requesting 6 additional offices in Skye for faculty growth in FY 2019-20. Most Math space is located on the 2nd floor of Skye.	8/1/2019	Request for an additional office in Skye for Math to accommodate new VCRED faculty office
Compliance offices in Skye	Campus is transferring positions from HR to Compliance and they are requesting to co-locate the staff with other Compliance staff in Skye. They are looking for 3 private offices.	4/9/2019	On hold
Batchelor Hall	Space to accommodate 1/4 of the building in phases over a 2 year period (through 2022)	n/a	Information item only
NIH grant in Webber	Request to move forward with NIH construction grant submittal for the 2nd floor of Webber (SOM and BCOE collaboration). The request was approved by the Provost and If the grant is awarded, the space will be reassigned for this purpose. If not, the space will be available through the call letter process. Per David Lo, this will be reviewed June 26th and a few days later we should have a sense of where we stand. Actual approval would not be granted for several months.	2/7/2019	On hold. The grant was not approved for this year and will be resubmitted next year.
Shared human research studies space	Anticipated by departments as core space; large conference room; hoteling desks; various sizes testing rooms; 2,500 - 3,000 total asf; waiting area; office for staff. This was requested by a faculty member but there is not currently a plan to support this request.	11/15/2018	On hold

Campus Space Requests and Proposed Targets - Updated 8/8/19

Target	Requirements / Notes	Date Requested	Status
Visualization Lab (Mobasher)	1,000 ASF for research, training, instruction and outreach. Unrestricted access, preferably close to the center of campus in a visible location. Newer infrastructure that can accommodate state of the art technology. Networked security cameras. Operating schedule 8-5 for training, instruction, outreach and 24/7 in support of research. Would be looking for grants to maintain and upgrade the space. Intended users: all colleges and centers, outreach programs, interdisciplinary online teaching. Supported through ITS with program development provided by research and academic programs. Requestor recommended spaces: Skye 0170, 0171, 0172 or 0173, CHASS Int South 1121 or 2138, CHASS Int North 1006. May not be feasible to take a general assignment classroom offline as requested.	9/24/2018	On hold.
Released space in Bookstore	Space released by the Math Emporium is anticipated to accommodate Printing from the Printing trailer. The trailer needs to be moved by May 2021 as part of the Pierce project.	n/a	Information item only. This is not core space.
Business in Chapman	Need to match design/function of the buildings with users. Chapman may not appropriately accommodate wet lab research as currently assigned.	n/a	On hold
Relocate Chapman, Boyden, SPI faculty	Anticipate some reassignments from MRB and/or SOMR 1st floor released space	n/a	On hold
Reuse of Olmsted (Business released space)	If Olmsted is assigned space in Chapman, it is anticipated there would be released space in Olmsted to be reassigned	n/a	On hold

Campus Available /Anticipated Available Space - updated August 8, 2019

Building	Room(s)	ASF	GSF	Space Type - Current Use	Space Type - Design	Estimated Timeline	Current Occupant or Project providing released space	Temporary Use	Potential Long-Term Use	Condition
BIOLOGIC SCI	1107	125	192	ACAD OFF FACULTY		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
BIOLOGIC SCI	1205	104	161	RSCH LABSV		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
BIOLOGIC SCI	1205A	104	160	OCV		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
BIOLOGIC SCI	1207	103	158	RSCH LABSV WET		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
BIOLOGIC SCI	1215	105	162	RSCH LABSV WET		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
BIOLOGIC SCI	2220	676	1,040	RESEARCH WET		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall		
	<b>TOTAL ASF</b>	<b>1,217</b>	<b>1,873</b>							
CHEMICAL SCI	0221	667	1,026	RESEARCH WET		Winter 2020	CHEMISTRY	BATCHELOR HALL		
CHEMICAL SCI	0221A	326	502	RESEARCH DRY		Winter 2020	CHEMISTRY	BATCHELOR HALL		
CHEMICAL SCI	0223	668	1,028	RESEARCH WET		Winter 2020	CHEMISTRY	BATCHELOR HALL		
CHEMICAL SCI	0305	994	1,529	RESEARCH WET		Winter 2020	CHEMISTRY	BATCHELOR HALL		
CHEMICAL SCI	0339 OR 0347	996	1,532	RESEARCH WET		Winter 2020	CHEMISTRY	BATCHELOR HALL		
	<b>TOTAL ASF</b>	<b>3,651</b>	<b>5,617</b>							
GENOMICS	1207A	192	295	RESRCH OFC GRAD STUD		Summer 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	1207H	141	217	OTHER OFF - HOTEL		Summer 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2112A	102	157	RSCH LABSV CONTROL TEMP		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2120	187	288	RSCH LABSV		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2120A	203	312	RSCH LABSV CONTROL TEMP		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2120B	137	211	RSCH LABSV CONTROL TEMP		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2121	168	258	OFFICE SRV INT HALLWAY		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2121B	171	263	ACAD OFF FACULTY		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2122	100	154	RSCH LABSV WET		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2124	94	145	RSCH LABSV WET		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2126	3,183	4,897	RESEARCH WET		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
	<b>TOTAL ASF</b>	<b>4,678</b>	<b>7,197</b>							
Life Science	0438	586	902	RESEARCH WET		Winter 2020	Psychology	Batchelor Hall		
Pierce	3424	702	1,080	ALTERATION		Winter 2020	Pierce Hall Renovation, Ph 1		RESEARCH WET	
Pierce	3424A	141	217	ALTERATION		Winter 2020	Pierce Hall Renovation, Ph 1		RSCH LABSV	
Pierce	3428	122	188	ALTERATION		Winter 2020	Pierce Hall Renovation, Ph 1		ACAD OFF FACULTY	
	<b>TOTAL ASF</b>	<b>965</b>	<b>1,485</b>							
Skye	0382, 0384, 0386	417	642	OTHER OFF		tbd VCSA	CARE		Math; VCSA Business Operations; Compliance	
Skye	0366, 0368, 0374	417	642	STUDY SERV / OTHER OFF		tbd VCSA	SDRC testing		Math; VCSA Business Operations; Compliance	
	<b>TOTAL ASF</b>	<b>834</b>	<b>1,283</b>							
WEBBER	1235	38	58	RSCH LABSV		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1235A	112	172	RSCH LABSV WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1237	154	237	ACAD OFF FACULTY		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1248	677	1,042	RESEARCH WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1252	319	491	RSCH LABSV WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1254	249	383	OTHER OFF		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1317	1053	1,619	RESEARCH WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1317A	38	58	RSCH LABSV EQUIPMENT		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1317B	124	191	RSCH LABSV WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1317C	81	125	RSCH LABSV DARK ROOM		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
Webber	2101	617	949	RSCH LABSV WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2101A	162	249	RESRCH OFC RESEARCH STAFF		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2101B	163	250	RSCH LABSV WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2101C	340	523	RESEARCH WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2139	223	342	RESEARCH INSTRUMENT		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	

Campus Available /Anticipated Available Space - updated August 8, 2019

Building	Room(s)	ASF	GSF	Space Type - Current Use	Space Type - Design	Estimated Timeline	Current Occupant or Project providing released space	Temporary Use	Potential Long-Term Use	Condition
Webber	2140	567	872	RESEARCH		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2146	153	235	ACAD OFF FACULTY		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2219	184	283	RESEARCH WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2226	465	715	RESEARCH WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2226A	145	223	ACAD OFF FACULTY		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2231	226	348	RESEARCH WET		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2235	158	243	RSCH LABSV		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2241	144	222	RESEARCH INSTRUMENT		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2245	39	60	RESEARCH INSTRUMENT		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2245A	111	171	RESEARCH INSTRUMENT		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2247	152	234	RSCH LABSV WET		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2263	449	691	RESEARCH WET		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2269	154	236	ACAD OFF FACULTY		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	3220	2332	3,588	RESEARCH		Spring 2019	Microbiology & Plant Pathology	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	3263	133	204	ACAD OFF FACULTY		Spring 2019	Microbiology & Plant Pathology	Batchelor Hall	Chapman/Boyden/SPI	
	<b>TOTAL ASF</b>	<b>9,758</b>	15,012							
	<b>GRAND TOTAL</b>	<b>#REF!</b>	<b>#REF!</b>							



Campus Available /Anticipated Available Space - updated August 8, 2019

Building	Room(s)	ASF	GSF	Space Type - Current Use	Space Type - Design	Estimated Timeline	Current Occupant or Project providing released space	Temporary Use	Potential Long-Term Use	Condition
BIOLOGIC SCI	1107	125	192	ACAD OFF FACULTY		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
GENOMICS	2121B	171	263	ACAD OFF FACULTY		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
WEBBER	1237	154	237	ACAD OFF FACULTY		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
Webber	2146	153	235	ACAD OFF FACULTY		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2226A	145	223	ACAD OFF FACULTY		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2269	154	236	ACAD OFF FACULTY		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	3263	133	204	ACAD OFF FACULTY		Spring 2019	Microbiology & Plant Pathology	Batchelor Hall	Chapman/Boyden/SPI	
Pierce	3424	702	1,080	ALTERATION		Winter 2020	Pierce Hall Renovation, Ph 1		RESEARCH WET	
Pierce	3424A	141	217	ALTERATION		Winter 2020	Pierce Hall Renovation, Ph 1		RSCH LABSV	
Pierce	3428	122	188	ALTERATION		Winter 2020	Pierce Hall Renovation, Ph 1		ACAD OFF FACULTY	
BIOLOGIC SCI	1205A	104	160	OCV		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
GENOMICS	2121	168	258	OFFICE SRV INT HALLWAY		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
Skye	0382, 0384, 0386	417	642	OTHER OFF		tbd VCSA	CARE		Math; VCSA Business Operations; Compliance	
WEBBER	1254	249	383	OTHER OFF		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
GENOMICS	1207H	141	217	OTHER OFF - HOTEL		Summer 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
Webber	2140	567	872	RESEARCH		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	3220	2332	3,588	RESEARCH		Spring 2019	Microbiology & Plant Pathology	Batchelor Hall	Chapman/Boyden/SPI	
CHEMICAL SCI	0221A	326	502	RESEARCH DRY		Winter 2020	CHEMISTRY	BATCHELOR HALL		
Webber	2139	223	342	RESEARCH INSTRUMENT		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2241	144	222	RESEARCH INSTRUMENT		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2245	39	60	RESEARCH INSTRUMENT		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2245A	111	171	RESEARCH INSTRUMENT		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
BIOLOGIC SCI	2220	676	1,040	RESEARCH WET		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall		
CHEMICAL SCI	0221	667	1,026	RESEARCH WET		Winter 2020	CHEMISTRY	BATCHELOR HALL		
CHEMICAL SCI	0223	668	1,028	RESEARCH WET		Winter 2020	CHEMISTRY	BATCHELOR HALL		
CHEMICAL SCI	0305	994	1,529	RESEARCH WET		Winter 2020	CHEMISTRY	BATCHELOR HALL		
CHEMICAL SCI	0339 OR 0347	996	1,532	RESEARCH WET		Winter 2020	CHEMISTRY	BATCHELOR HALL		
GENOMICS	2126	3,183	4,897	RESEARCH WET		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
Life Science	0438	586	902	RESEARCH WET		Winter 2020	Psychology	Batchelor Hall		
WEBBER	1248	677	1,042	RESEARCH WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1317	1053	1,619	RESEARCH WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
Webber	2101C	340	523	RESEARCH WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2219	184	283	RESEARCH WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2226	465	715	RESEARCH WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2231	226	348	RESEARCH WET		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2263	449	691	RESEARCH WET		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
GENOMICS	1207A	192	295	RESRCH OFC GRAD STUD		Summer 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
Webber	2101A	162	249	RESRCH OFC RESEARCH STAFF		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
BIOLOGIC SCI	1205	104	161	RSCH LABSV		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
GENOMICS	2120	187	288	RSCH LABSV		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
WEBBER	1235	38	58	RSCH LABSV		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
Webber	2235	158	243	RSCH LABSV		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
GENOMICS	2112A	102	157	RSCH LABSV CONTROL TEMP		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2120A	203	312	RSCH LABSV CONTROL TEMP		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2120B	137	211	RSCH LABSV CONTROL TEMP		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
WEBBER	1317C	81	125	RSCH LABSV DARK ROOM		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1317A	38	58	RSCH LABSV EQUIPMENT		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
BIOLOGIC SCI	1207	103	158	RSCH LABSV WET		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
BIOLOGIC SCI	1215	105	162	RSCH LABSV WET		Winter 2020	Molecular, Cell & Systems Bio	Batchelor Hall		
GENOMICS	2122	100	154	RSCH LABSV WET		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
GENOMICS	2124	94	145	RSCH LABSV WET		Spring 2019	Molecular, Cell & Systems Bio	Batchelor Hall	Potential use for IIGB new hire	
WEBBER	1235A	112	172	RSCH LABSV WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1252	319	491	RSCH LABSV WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	
WEBBER	1317B	124	191	RSCH LABSV WET		Spring 2019	SOM	Batchelor Hall	Chapman/Boyden/SPI	

Campus Available /Anticipated Available Space - updated August 8, 2019

Building	Room(s)	ASF	GSF	Space Type - Current Use	Space Type - Design	Estimated Timeline	Current Occupant or Project providing released space	Temporary Use	Potential Long-Term Use	Condition
Webber	2101	617	949	RSCH LABSV WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Webber	2101B	163	250	RSCH LABSV WET		Available	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
WEBBER	2247	152	234	RSCH LABSV WET		Spring 2019	SOM	Batchelor Hall	Potential NIH grant or Chapman/Boyden/SPI relocations	
Skye	0366, 0368, 0374	417	642	STUDY SERV / OTHER OFF		tbd VCSA	SDRC testing		Math; VCSA Business Operations; Compliance	
	<b>GRAND TOTAL</b>	<b>21,689</b>	<b>33,368</b>							

Title: Core Campus Space Procedures and Guidelines (General)

Applies to (check all that apply):  Faculty  Staff  Students  N/A

Scope: These Guidelines and Procedures apply to all Campus Core Space

Updated August 8, 2019

#### **BACKGROUND:**

Space is a finite resource at UCR. All space is owned by the UC Regents and managed by the University Chancellor. The Chancellor has delegated the daily decision making process of space assignments to the Provost/Executive Vice Chancellor.

#### **GENERAL SPACE ASSIGNMENT GUIDING PRINCIPLES FOR ASSIGNABLE SPACE ON CORE CAMPUS:**

The goal of a space guideline is to maximize the beneficial use of space that is available for use by faculty, staff, and students. To be effective, such a guideline must be clearly delineated and must include sufficient flexibility to respond to changing needs and opportunities. It also must be administered in a fair, consistent, and transparent fashion, relying primarily on the good will of the affected individuals and the recognition that achieving the best departmental outcome sometimes requires a difficult and imprecise balance among competing, worthy options for a limited resource.

Many colleges and units have individual space committees. The University Space Committee (USC) deals with conflicts that arise between the groups or requests that fall outside of these groups. The current organizational processes should be followed prior to the Dean/VC office sending a request to USC.

**General Principles** to guide the space assignment process include but are not limited to:

- All campus space is owned by the University Regents, managed by the Provost (EVC) and will be assigned to meet the University's mission and needs.
- Space will be periodically reviewed by Space Management in coordination with unit leadership in a transparent process to measure utilizations, productivities, and appropriate coding. All University space can be reassigned to meet other university needs per guidelines.
- Academic activities, including instruction and research space, have priority over administrative activities such as offices.
- Space assignments that save resources, enhance revenues or encourage interdisciplinary interaction and allow us to better support our mission may be considered a priority.
- All new and renovated spaces will conform to UCR principles and metrics as they are adopted by campus. The link to this information will be added when available.
- All requests to campus for space will be managed by Space Management and brought forward to the (USC) for recommendation to the Provost. More information on the space request process can be found here <https://usc.ucr.edu/sites/g/files/rcwecm1446/files/2019-06/USC%20Space%20Request%20Process.pdf>

Title/Subject: Core Campus Space Procedures and Guidelines (Faculty Space Assignments)

Applies to (check all that apply):  Faculty  Staff  Students  N/A

Scope: These Guidelines and Procedures apply to all Campus Core Space.

Updated August 8, 2019

---

### **Management of Space assigned to Schools/Colleges, Academic Units or Departments:**

All physical facilities belong to the University of California Regents and are assigned to a school/college, academic unit or department. Current users or occupants of the facilities do not own the space but may have responsibility as delegated by the Provost/Executive Vice Chancellor. A particular college, department or school assigned to space operated by the University is subject to change. Should a need for space arise, it is incumbent upon the authority of the school/college, academic unit or administrative units to attempt to resolve the needs within the spaces allocated to the unit. Should a resolution not be feasible, a space request can be submitted to Space Management for further consideration by the University Space Committee (USC).

<https://forms.office.com/Pages/ResponsePage.aspx?id=xCpim6aGnUGbnr-zPOXAVJLcnxUU8bxMpldioc4wquRUME01R1M1QUo1MjIjBTUg3TzIxU0ZWNjZSMC4u>

Requests must include evidence of an internal evaluation of space that verify that adequate space does not exist within the resources already available to the school/college, program or administrative unit. This evaluation must be rigorous and must include shared space, storage space, etc. If you require help or guidance with this process, contact Space Management.

Written justification for the space requested must accompany the evaluation. It must include information about the new or expanded program that requires the space, the schedule, whether the requested space is temporary or permanent and funding.

All requests will be acknowledged upon receipt and will follow the posted Space Request process.

### **General Guidelines:**

Faculty with an active research, creative project, or program approved by the relevant dean(s), should be assigned suitable space to carry out their responsibilities. If space has been assigned to a research or project team, the principle investigator will be primarily responsible for ensuring that the space is utilized in accordance with the assignment approval, and in compliance with building, fire/life safety, and other applicable codes.

Support spaces such as cold rooms, dark rooms, tissue culture rooms, autoclaves, etc. may be shared among researchers and should be assigned and administered at the unit or school/college level. At the discretion of the school/college, laboratory research space may also be shared. Furthermore, the location, type, and amount of research space will be assigned

at the discretion of the unit and school/college in accordance with their needs and priorities. It is also acknowledged that space is finite and all space requests may not be met. Although, any faculty member subjected to research or creative activity productivity review in their performance evaluations can assume access to space and infrastructure, the space assignment might not include an independent laboratory. All space assignments may be adjusted on the basis of productivity and competing priorities of the involved unit, school/college or the University.

**PROCEDURE:**

1. The process of allocating space for faculty should include: department chairs, college space assignment committee (if applicable) and departmental facility manager or coordinator (responsible for the validation of data in FMS). Space Management remains a campus resource, if needed. Once space has been identified, it is strongly advised that all changes to space assignments be communicated to the Dean's office.

For new hires, it is strongly advised that references to specific space assignments not be included in faculty offer letters as these are subject to change or modification should the identified spaces not be suitable for the research needs.

2. Periodic walk-throughs should be conducted by the departmental space representatives and should include conversations about space needs with faculty and staff. Questions about space usage that arise during the walkthrough should be addressed to the relevant occupant. Results of the survey should be used to make recommendations to the chair regarding space reallocations and other possible changes (e.g., upgrades via minor modifications).

3. The Facilities Management System (FMS) is used to manage and capture campus space information. This information should be updated by departmental transactors and reviewed for accuracy.

Authorized users can access FMS via R'Space or the following direct link.

<https://fms.ucr.edu/archibus/login.axvw>

New system users and departments requiring specialized reports may contact Space Management for additional assistance at 951-827-2126.

**Links to Existing Emeritus and Professor of the Graduate Division Faculty Space Policies:**

Emeritus faculty who continue active involvement within the department may be provided space per campus policy 650-17-1:

*Department chairs are responsible for the equitable distribution and optimum use of space for academic departments. Emeriti/ae may apply annually (with special justification, for more than one year) to the department chair, defining and justifying the requested space and associated support requirements.*

*When feasible, and consistent with other department needs, office and laboratory space can be provided to emeriti/ae professors to continue their teaching and/or scholarly or creative work. The department chair shall consult with the dean in assignment of space for emeriti/ae.*

<https://fboapps.ucr.edu/policies/index.php?path=viewPolicies.php&policy=650-17-1>

Professor of the Graduate Division faculty may be provided space per Academic Senate policy:

*Office / laboratory / clinic / studio space will be negotiated between the PGD faculty and department chair or research center leadership and dean.*

<https://senate.ucr.edu/emeriti/02.%20PGD%20Program%20Overview.pdf>

- Space Assignments are not guaranteed. Space will be assigned and reassigned as needed and historical occupation of space will not guarantee continued occupation of that space.
- Space adjacencies and quality appropriate adjacencies should align with business needs. Whenever possible, groups should not be divided and the spaces assigned to them should be of sufficient quality to allow for successful operations.

#### **DEFINITION OF CAMPUS SPACE TYPES:**

UCR currently utilizes standards for space types and definitions consistent with UCOP guidelines. The general categories include:

- Unclassified (inactive, unfinished, alteration)
- Classroom Facilities (general assignment)
- Research and Teaching Lab Facilities (includes department research and teaching labs, scholarly activity, research offices) - note at UCR we consider field buildings and greenhouses part of the research activity
- Office Facilities (academic and administrative offices, office service, conference)
- Study Facilities (study, library processing, tutorial/training)
- Special Facilities (athletics, field buildings, greenhouses) – note at UCR we consider field buildings and greenhouses part of the research activity
- General Facilities (food, recreation, commons, day care)
- Support Facilities (shop, storage)
- Healthcare Facilities
- Residential Facilities

Specific information regarding space types can be found at the link below.

<https://www.ucop.edu/capital-planning/files/documents/FACILITIES%20INVENTORY%20GUIDE/Appendix%20B.%20Room%20Use%20Codes%20and%20Definitions%20a.pdf>

#### **Vacated Space Procedure**

This procedure is for the allocation of space that is vacated by a school/college, or an academic or administrative unit that will be eliminated or relocated (on or off campus). When such changes occur, the vacated space will revert to the Provost for re-assignment. No occupant will forfeit space to campus without the written consent and approval of the Provost.

#### **Office Space Guidelines**

**Multiple Offices:** Faculty and staff will be assigned only one work space. Requests for exceptions to this guideline should be sent in writing to the Provost. These exceptions include but are not limited to:

1. Faculty with administrative appointments as chair, associate/divisional dean, or chair of the Academic Senate

2. Faculty located off campus who can justify the need for more than a hoteling space on campus.

**General Office Guidelines:**

- Private offices should be assigned based upon job duty necessities rather than job title
- Minimal office space should be used for storage, break or service rooms (mail/copy/work). Consider off-site storage for long-term storage needs.
- Buildings housing multiple Units should share resources such as service areas and conference rooms within the building to maximize utilization when possible. Units should share resources such as conference rooms across departments when possible.

**Hoteling:**

One option to accommodate visiting faculty and staff who occasionally need space or have a primary office off campus is to provide shared work space referred to as “hoteling”. Hoteling spaces should not be reserved for one individual and the use should be monitored so space can be reassigned if utilization is poor.

**GENERAL OPERATING PROCEDURES:**

**Reporting on Space Use**

The Facilities Management System (FMS) is used to manage campus space information and departments are charged with maintaining accurate data in the system. Mandatory updates occur in the fall and spring, however it is highly recommended that reporting remains up to date as the data is shared with other campus systems and emergency responders. Authorized campus users can access the system via R’space or the following link: <https://fms.ucr.edu/archibus/login.axvw>

Space Management should be notified of changes to departmental system Transactors and Reviewers.

First time users and departments requiring specialized reports should contact Space Management.

**Change of Space Use**

Changes of use category, such as storage to office or wet lab to dry lab, should be reviewed by campus to ensure facility appropriateness and compliance with building and health/safety codes as well as best use of space. VCPBA will request input from appropriate campus experts then these requests will be brought to USC for recommendation.

**Condition of Use:**

All spaces will be utilized for their intended purposes and upon relocation, spaces are to be relinquished in “acceptable” condition. Acceptable is defined as clean, free of unwanted furniture and equipment, and labs decontaminated. The relinquishing department should discuss use of unwanted furniture and equipment with their department, organization, campus, or future occupant to confirm if any items should remain.



### **Responses to Requests for Space:**

Upon receipt, requests for space will be carefully reviewed and submitted to the (USC), co-chaired by the Provost and Vice Chancellor for Planning and Budget. Space requests must be submitted by a campus leader e.g. Vice Chancellor or Dean (or delegate).

The USC will evaluate all submitted space requests and the analysis performed by Space Management in order to provide a recommendation to the Provost. The Provost will render a final decision and a written decision letter will be generated.

### **Appeal Process:**

University personnel should review space needs with their department and organization leaders following their internal processes. If space needs are still not met within an organization, there may be an appeal to the Vice Chancellor of Planning Budget and Administration for further consideration. VCPBA will perform an independent review and provide a written recommendation of the appeal to the requestor. All materials will be shared with the Provost and USC.

### **Financial responsibility:**

Unless otherwise specified in a written agreement, financial responsibility to render the space “usable” will remain the responsibility of the unit assigned to occupy the space. For campus initiated moves, negotiation of any costs related to preparing space for a new user will be examined on a case by case basis.

### **Charge for Space**

Under the current campus budget model, units occupying state-eligible space are charged based on square footage and changes in space translate into permanent budget credits or debits. While space on campus varies widely from agricultural/storage-type facilities to high-end facilities, including diverse types of laboratories, the current budget model does not distinguish cost for space and currently assigns the same cost to all space regardless of type or condition.

The Office of Financial Planning and Analysis (FP&A) oversees UCR’s campus budget model, including the space formula. Questions regarding space charges may be directed to Director Stephanie Flores at [Stephanie.flores@ucr.edu](mailto:Stephanie.flores@ucr.edu). Further information regarding the budget model may be found on the [FP&A website](#).

**Links to MRB Procedures** will be provided when available. MRB space is not in the USC portfolio. Currently all space requests go through the Chairs to the Deans and then are submitted by the Deans to the Space Committee for review ([MRBspace@ucr.edu](mailto:MRBspace@ucr.edu), cc: [Gilian.Wilson@ucr.edu](mailto:Gilian.Wilson@ucr.edu), [Monica.Carson@ucr.edu](mailto:Monica.Carson@ucr.edu)).