SPACE ASSIGNMENTS AND CAPITAL IMPROVEMENTS COMMITTEE RECORD OF ACTIONS

March 12, 2018

Attendees:

- **Committee Members:**
  Tsu-Jae King Liu, Vice Provost, Academic and Space Planning
  Holger Mueller, Graduate Counci
  Jennifer Johnson-Hanks, Committee on Academic Planning and Resource Allocation (CAPRA)
  Keith Gilless, Dean, College of Natural Resources
  Dorothy Hale, Professor, English
  David Raulet, Professor, Molecular and Cell Biology
  Megha Torpunuri, Undergraduate student, Associated Students of the University of California (ASUC)
  Shreyas Patankar, Graduate student, Graduate Assembly (GA)
  Walter Wong, University Registrar
  Rajiv Parikh, Associate Vice Chancellor, Capital Strategies
  Sally McGarrahan, Associate Vice Chancellor, Facilities

  (Absent)
  Mark Stacey, Undergraduate Council
  Jeremy White, Senior Program Manager, Architectural Access/Compliance
  Randy Katz, Vice Chancellor for Research

- **Visitor:**
  Marc Fisher, Vice Chancellor for Administration
  Patrick Schlesinger, Interim Associate Vice Chancellor for Research (Proxy for VCR)

- **Staff:**
  Abram Hardin, Principal Space Planner, Academic and Space Planning Division
  Sarah Viducich, Space Planner, Academic and Space Planning Division
  Ron Holmstrom, Space Planner, Academic and Space Planning Division
  John Scroggs, Chief of Staff, Academic and Space Planning Division

Agenda Item	Discussion Summary	Actions to be Taken
1. Review Meeting Notes from November's Meeting	- Committee approved November SACI notes pending updates. - Update regarding outstanding items from last meeting: ROTC interests have changed and are no longer a SACI issue.	- Update November SACI notes to reflect Blackwell Hall naming decision and post on SACI webpage - VPASP staff to follow up on student study space access in BWW as discussed at the November meeting
2. Discussion: Crafting a Space Rental Policy for Units and Departments	- Committee discussed issue of campus units proposing to charge other units rent for space they aren't using in an attempt to raise revenue. Question was asked whether SACI should codify a policy regarding intra-campus space rentals. - SACI maintains that it is unacceptable for units to charge other units rent; but committee members felt that this is already articulated in existing campus space policy, which does not give departments the authority to allocate or reallocate space. Committee proposed to update and remind campus of existing policy rather than crafting a new policy. - Discussion focused on long-term utilization of space, though committee also discussed campus practice of charging for short-term use of space, such as conference spaces. General agreement that charges for use of these spaces are largely disproportionate to costs, if any, incurred by departments to whom space is assigned. SACI may choose to take up discussion of these practices at a later meeting.	- Draft an update to the Policy on Campus Space Assignments that explicitly addresses intra-campus space rentals for review at next SACI meeting

3. SSUFIE pilot program presentation	- Michael Cohen, the Director of Innovation Ecosystem Development and Associate Director of the Office of Technology Licensing, gave SACI a brief presentation on the Shared Special User Facility for Innovation & Entrepreneurship (SSUFIE) pilot program. - SSUFIE program provides mechanism by which startups that are affiliated with campus startup accelerators can make use of campus laboratory space or equipment with excess capacity and pay user fees at fair market value + IDC, plus joint ownership of IP rights. Discussion of benefits of program to campus as well as issues SSUFIE pilot is still contending with. - SACI raised a number of questions concerning where SSUFIE revenues are directed, appropriate IDC charges, use of animal spaces, and whether there is actually excess lab capacity on campus. - SACI suggested that we set an upper limit on how much on campus space can be used by the SSUFIE program for startups. - Committee decided that SSUFIE should provide Informational items to SACI at least once a semester and all SSUFIE proposals should be reviewed by the VPASP.	- In coordination with SSUFIE staff, develop process by which VPASP will review all SSUFIE proposals, as well as process for ongoing reporting to SACI.
3. Discussion: VCSA/VCEI proposal for additional *bridges*/QARC space	- SACI discussed request from the VCSA and VCE&I for a large meeting space for recruitment, yield, retention activities and events for *bridges*/QARC, in addition to the 8,075 square feet that has been assigned to them in HFA Building D. Preference is for room D23 in the HFA, which is currently assigned to TDPS. - Committee discussed the need for HFA space for future surge projects and agreed that campus should continue to seek out a more suitable long-term space for *bridges*/QARC (possibly by renovating Hearst Gym or Chavez, or building a new building). - ASUC representative stressed that this request should be addressed by the ASUC rather than by SACI. - Committee agreed to consider *bridges*/QARC meeting space need if and when HFA D23 (or alternative) becomes available, but also encourages *bridges*/QARC to continue to work with the ASUC to gain access to large meeting spaces.	- VPASP to convey SACI's decision to VCSA and VCE&I. - Update: VPASP communicated SACI's decision to VCSA and VCE&I on March 14.
4. Discussion: Haas School of Business/University Library proposal for the Long Library	- Committee discussed the proposal submitted by the Dean of the Haas School of Business and the University Librarian to assign the 2nd-floor space of the Long Business Library in the Haas Student Services Building to the Haas School of Business, in exchange for the renovation of the 3rd-floor library space, which would remain assigned to the Library. Haas proposes to create an all-digital library on the 3rd floor and renovate the 2nd floor as an outreach hub and leadership lab for career development and learning. Haas also proposes to relocate the X-Lab in the Hearst Gymnasium, which would then be available for reassignment by SACI. - Committee supported the overall vision of the project, but raised concerns about the Library's shrinking footprint, reduction in campus study space available to non-Haas students, as well as the declining number of General Assignment (GA) classrooms in Haas buildings, which have decreased over the years as Haas's footprint has grown. - Committee moved to approve the request contingent upon Haas's provision of a GA classroom in Cheit Hall (possibly C220 or comparable space) and approval to use Haas student study space for non-Haas students.	- VPASP to respond to Haas & Library approving request contingent upon GA classroom and student space. - Update: VPASP communicated SACI's decision to Dean Lyons and University Librarian MacKie-Mason on March 15.
5. Updates: Giannini Surge, One IT Effort and Space Utilization Incentive Program (SUIP)	- Giannini Surge: Some concern was expressed about timing of SPH move out of University Hall impacting Giannini surge, since rental agreement for 6th floor space of BWW by SPH is not finalized. However, surge into University Hall is not contingent upon rental of additional space in BWW.	-

- One IT: Plan to move IS&T organization to 2850 Telegraph out of rental space and other campus space in June or July; a few thousand square feet will become available in Warren Hall for surge.
- SUIP: VCF has opted not to fund SUIP program this year due to budget constraints, but will consider for the next fiscal year. In the meantime, the VCF will allow units to spend their carry forward on capital projects.