SACI Meeting Summary Notes

October 30, 2018, 2:00 p.m. – 4:00 p.m.; Chancellor's Conference Room, California Hall

Attendees:

- **Committee Members:**
  Lisa Alvarez-Cohen, Vice Provost, Academic Planning
  Randy Katz, Vice Chancellor, Research
  Oscar Dubón, Vice Chancellor, Equity & Inclusion
  Bob Jacobsen, Dean of Undergraduate Studies, L&S
  Matthew Potts, Associate Professor, ESPM, Undergraduate Council
  Michael Boots, Professor, IB, Graduate Council
  David Bilder, Professor, MCB
  Neil McClintick, Undergraduate Student, ASUC
  Gary Gerbrandt, Graduate Student, GA
  Walter Wong, University Registrar
  Vini Bhargava, Director, Physical & Environmental Planning
  Sally McGarrahan, Associate Vice Chancellor, Facilities Services
  (Absent)
  Holly Doremus, Professor, Law, CAPRA
  Peter Glazer, Associate Professor, TDPS

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

Agenda Item	Discussion Summary	Actions to be Taken
1. SACI Charge	- SACI reviewed and discussed its charge, which includes: - Provides high-level feedback regarding capital needs. - Acts as steward of space on campus. The campus has a finite amount of space and growing population, therefore SACI must identify underutilized space and reallocate space appropriately as programs grow and shrink. - Decision-making body for space assignment/reassignment. Units control space but they don't own it. The reallocation of space under the purview of one Dean/reporting authority can be made without SACI's interference unless that space is being underutilized. When space is identified that can be better used by another unit, request for reassignment will be reviewed by SACI. - Outdoor Art Subcommittee reviews requests for outdoor art and brings suggestions to SACI. The current members are: - Chiyuma Elliott, Assistant Professor, African American Studies - LIsa Calden, Collection & Exhibition Administrator, BAMPFA - Greg Niemeyer, Associate Professor, Art Practice - Reviews and/or solicits honorific naming proposals for buildings that are not named for a gift. - Appoints committees for the programming of new buildings. - Administers the campus's temporary building policy (e.g. Hearst Field Annex). - Questions raised regarding SACI's role: - What is SACI's role in advocating for common good space in a building? The VPAP raises these issues through CPC, of which she is a member. Will draft memos from SACI to CPC advocating for things like common good spaces.	• Develop proposal to formalize SACI's role in the review of capital projects

	o Where/how does SACI get involved in the review of capital projects? Soliciting committee members' feedback on this.	

2. **Discussion of GA & Active Learning Classroom Needs**	• The Registrar provided an overview of GA and Active Learning Classrooms:
	• Successes:
	   o Since 2010, 23% increase in number of undergraduates, not counting 1,000 concurrent enrollees from UNEX.
	   o ETS has created new active learning classrooms on campus, including new 120 seat classroom in Wheeler Hall.
	   o Within the next 6-9 months classroom technology will be upgraded in most GA classroom space.
	   o In the last few years, all GA classrooms have been brought to at least a minimum of quality.
	• Challenges:
	   o More class offerings and more evening use of space negatively impacting scheduling of midterms and finals.
	   o Need for specific classrooms sizes: 80 seat and very large lecture classrooms, over-demand for (campus's only) large horseshoe shaped classroom at GSPP.
	   o High classroom utilization makes maintenance and custodial more challenging.
	   o Students are very active evenings and weekends, placing high demand on space. No staff presence into the evenings. Difficult to support provision of furniture as it moves around; Registrar's Office has 70 work study students to support this effort. LSFO helps ensure furniture is in place early every morning.
	   o High demand for space for performances, music and dance. These amplified sounds can disrupt other classes.
	   o Classrooms are widely dispersed across campus, in locations with research and faculty offices; sometimes hard to coordinate classroom needs with these other academic needs. A dedicated classroom building (of the likes of Oregon State and UC Irvine) would be easier to support and manage.
	   o Urgent need for moderately sized active learning classrooms, particularly as Data Science, which requires ALC, grows. More students want to take Data Science classes than are offered. Registrar's Office and VPAP are trying to identify classrooms and other spaces that can be upgraded for active learning classroom use – this may require reassignment of space which will be brought to SACI for review.
		• Classroom Working Group to develop proposal for new GA active learning classrooms for SACI's review

3. **Campus Space Policy Update and Review**	• The VPAP wants to create a coherent, comprehensive policy for space use on campus, which can be broadcast to the campus at large. • From the perspective of the LRDP, there are policies about what activities should be on the core campus, what should be on surrounding areas, etc. Campus space policy should be consistent and coordinated with the new Long Range Development Plan that is underway.	• Create google doc of campus space policy for collaborative editing by SACI members; review at the next SACI meeting
4. **Rental of Central Campus Space – Policy Discussion**	• VCR requested policy guidance/framework regarding the space rental component of SSUFIE, a pilot program that provides access to campus laboratories to help make viable startups transitioning from	• Request examples of policies/practices regarding space rental from LBNL

	research to enterprise. Policy might address the following questions/concerns:
	
	    o Given competing demands for space, how do we assess if this is a fair allocation of space?
	    o How do we assess that space charges are at a fair market rate?
	    o What is the appropriate timeframe for the agreement?
	    o How do we encourage technology transfer (a campus priority) in a fair and equitable way, while remaining agile and flexible?
	    o Rental contracts that aren't reviewed by SSUFIE have little oversight. Should campus have a single process and/or policy for all agreements pertaining to the rental of campus space to third parties?
	    o Other concerns expressed regarding impact to instrumentation and tool access and impact to student's ability to complete their research and therefore degree in a timely manner.
	    o Suggestion that SACI ask LBNL for examples of policies or practices regarding the rental of their space to third parties, since this is a common practice.
	
	• Committee discussed practice of campus units charging other units rent for space (not including one time use for events). Should a policy be (re)drafted to address this issue? Committee was not certain the issue was widespread enough to necessitate a policy.
	• Question raised about how to incentivize the efficient use of space and ensure space is reallocated when needed? Could inter-campus rents be the appropriate incentive for departments to make space available to other units? Will SACI always know about available space if these internal rents are stifled? How else might we address these issues?
	• Expectation that SACI will receive a request from CCCPM to use Zellerbach auditorium for the first few meetings of large lecture classes that are thereafter held online. Currently, Cal Performances charges for use of this space, although campus covers most of the costs of the building; CCCPM would like SACI to weigh in on this practice. Committee requested that they should also hear the contrary opinion on this matter.
	• Other examples of charging 'rent' for classroom use: Hertz Hall auditorium (though usually for a full semester rather than a few weeks). College Writing uses rooms in dorms, RSSP charges for janitorial services. VPAP advocates that units charge for reasonable expenses but not for 'rent.'
	• If/how does the rental of campus space relate to the campus's effort to determine common goods services and thinking about core funding for things like facilities services? There has been discussion about space allocation and costs associated with space. How do you build a budget around a department that has X square feet so that they can then reimburse for facilities charges, etc.? Have to work hard on avoiding wrong incentives, like bloating space in order to keep larger budget.
		• Draft a policy regarding SSUFIE and rental of campus space to external entities for SACI's review
		• Invite Cal Performances to provide input to SACI on rental of Zellerbach auditorium for classroom use

5. SUIP Process Updates	• Space Utilization Incentive Program is meant to fund smaller projects that increase utilization of space on campus by offering a cost share (generally 50/50). VPAP Office will send a call for proposals twice a year, units will submit proposals and if they fit within guidelines proposals will be brought to SACI to review and	• Send out call for SUIP project proposals

	prioritize. Expect program to be funded with $500K this year and $500K next year. • This is a pilot. We will document and advocate for continuation of an ongoing program.	

6. General Updates
 	
Campus Shared Services Regional Center Updates
 	
Donner Laboratory – UCB & LBNL Collaboration on Space
 	
Giannini Surge Update
 	
Seismic Projects – Long Term Space Implications
	• CSS Regional Centers
	  o Center for Chemistry, Physics and Math up and running in Lewis, LeConte and Evans.
	  o Space for professional schools identified. Half of cohort have moved into University Hall; the other half should move into Hearst Gym by the end of the year.
	  o Arts & Humanities and Social Sciences Regional Center will require move of 37 staff into Barrows. Currently working with deans to identify space in the building. Hope to have center up and running by June.
	  o Expect another one or two centers for which space will need to be identified (Region 6 – Administration).
	• Donner Lab
	  o EVCP, VPAP and VCR met with LBNL to discuss vacating Donner; in exchange for vacating the building the campus will cover the cost of cleanup. LBNL is on a glide path to move out within the next year or so and has already given back some space to campus. Campus will also reclaim some parking spaces.
	  o Agreement with DOE gave LBNL access to Donner in perpetuity, so still need to get DOE to give up the agreement.
	  o Long-term plans to demolish Donner and replace with a bigger and better building.
	• Giannini Surge update
	  o University Hall renovations are underway; the building will accommodate almost all of the occupants of Giannini. Surge will last approximately 2 years until Giannini seismic renovations are complete.
	• Campus is under a mandate from UCOP to vacate or remediate all seismically poor buildings by 2030. There will be significant space issues associated with the seismic program (for both surge and replacement space) which need to be considered by SACI and others in advance of meeting this goal.
	  o How many buildings are poor? Number may go up as structural engineering consultants reassess. Will bring this information to the next SACI meeting.
		• PEP Director to bring information regarding seismically poor buildings on central campus to next SACI meeting