**AGENDA**

**University Space & Advisory Committee**

**University Space & Facilities Advisory Committee**

**MEETING LOCATION: SH\_222 (CCR)**

**MEETING TIME: Friday, 12/20/19, 3:00-4:30PM**

1. **Meeting Notes**
	1. November 22, 2019 (link below)
	2. December 12, 2019 – Review of Fall 2019 Space Requests (link below)
2. **AY1819 USFAC Details**
	1. All members have been appointed officially (except Gen, which is waiting for Senate)
3. **USFAC Subcommittees**
	1. Landscape Working Group – Jeanne Rynne
	2. Naming Committee – Mike & Kristen
	3. Facilities Use Subcommittee – Jeanne Rynne
		1. 12/02/19 meeting – Visitor Amber Blakeslee on budgeting space refreshes
		2. 12/12/19 meeting – PE/Athletics use of indoor Physical Education and Recreation Space
4. **Space Request Update**
	1. Follow-up meetings have been facilitated with most stakeholders. Additional details still need to be worked out. Meetings scheduled in January
	2. Review “not recommended” list from staff recommendations (link below).
5. **Operationalizing campus space management**
	1. How are space reallocations tied to new positions? Is the FM Project Prioritization and Space Allocation/Reallocation processes tied? Example: lab modifications for science faculty are often promised as part of the new hire start-up package, along with new office/research space. How are we coordinating these tied resource needs? What role does USFAC play here?
6. **Space Management Issues/Opportunities**
	1. **Vacated Space (none)**
	2. **Summary of space moves, capacity changes, space type updates**
		1. Chemistry/Physics space swap
			1. SCIA\_375 – Chemistry office space converted to Physics Research confirmed
			2. SCIA\_377 – Physics Research space converted to Chemistry Research/Office
		2. Bringing FL into alignment with 25Live (see table on page 2, below)

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| --- | --- | --- | --- |
| **Space\_name** | **25Live cap** | **FL seat** | **Recommended Actions** |
| ARTA\_123 - Drawing Lab | 24 | 20 | Update FL to 24 to match class max capacity size. This results in 58sf/station. |
| ARTB\_105 - Museum & Gallery Prep | 24 | 14 | \*\*\* Did not schedule for AY1920 in 25Live. Does this need to remain a classroom? |
| ARTB\_204 - Martin Wong Drawing Studio | 24 | 20 | Update FL to 24 to match class max capacity size. This results in 50sf/station. |
| ARTB\_205 - Painting Lab | 24 | 20 | Update FL to 24 to match class max capacity size. This results in 77sf/station. |
| FH\_234- English Writing Lab | 21 | 19 | \*\*\* Currently self-instruction space in FL, but recommend teaching space. Checking with ITS to see count of computer stations. |
| GH\_002 - Studio Theatre/Performance Studio | 30 | 20 | Update FL to 30 to match class max capacity size. This results in 45 sqft/station. |
| GH\_004 - Set Design Studio | 26 | 16 | \*\*\* Can we decrease the size in 25Live? Classes this AY are 16 or below students. |
| GH\_102 - Dance Studio | 30 | 24 | Update FL to 30 to match class max capacity size. This results in 51 sqft/station. |
| KA\_ 202A - Dance Studio | 51 | 40 | Update FL to 51 to match class max capacity size. This results in 57 sqft/station. |
| LIB\_202A - Authors Hall | 150 | 0 | LIB space currently under review |
| LIB\_302 - Humboldt Scholars Lab | 50 | 0 | LIB space currently under review |
| LIB\_303 - Special Collections | 24 | 0 | LIB space currently under review |
| LIB\_308 - Library Learning Lab | 35 | 0 | LIB space currently under review |
| MUSA\_131 - Armstrong Rehearsal Hall | 25 | 12 | Update FL to 25 to match class max capacity size. This results in 61 sqft/station. |
| SBS\_345 | 14 | 2 | Signage project to update 335 to 345A in signage and in all databases |
| SBS\_405 | 20 | 0 | Signage project to update 405 to 405A in signage and in all databases |
| SCID\_023 - Materials Sci Lab | 24 | 16 | Update to 24, which will bring to 41 sqft/station. |

1. **Special Topics**

**ATTACHMENTS & LINKS**

* + Minutes from previous meetings ([11/22/19](../Meeting%20Minutes/191122_USFAC_Minutes.docx), [12/12/19](../Meeting%20Minutes/191212_USFAC_Minutes.docx))
	+ Staff Recommendations for Fall 2019 Space Allocations ([link](../Space%20Requests/Fall%202019%20Call/Fall2019_SpaceRequestStrategies.gdoc))

**REMINDER- Next USFAC meeting is Friday, 1/10/20, 3:00-4:00PM, SBS\_405**