

Space Planning Advisory Committee (SPAC)
Final Meeting Minutes
August 26, 2021

Members Present: Jennifer Sorenson, Leatha Elsdon, Julie Lappin, Jenna Aguirre, Monica Alejandre, Molly Springer, Dorothy Chen-Maynard, Lesley Leighton, Antonio Guijarro, Ruth Landeros, Patrick Bungard, Eric Chan

Members Absent: James Trotter, Lucy Lewis, Daisy Ramos

Guest/Alternates: Sam Sudhakar, Pamela Moses, Kathleen Firstenberg, Winston Bao (LPA, Inc.)

Meeting Start Time: 1:30 p.m.

Agenda Items

1. March 11, 2021 Meeting Minutes
2. Strategic Plan Review
3. Strategic Plan Administrative Space Assessment
4. Divisional Space Committee Update
5. Vacant and Underutilized Spaces
 - a. Yasuda Center
 - b. University Enterprise
 - c. Serrano Village
6. Student Union Expansion Village Impacts
 - a. FO – Obershaw Den Food Pantry
 - b. Bookstore
 - c. UH – VP of Student Affairs
 - d. UH – Career Center
7. Items by Committee Members

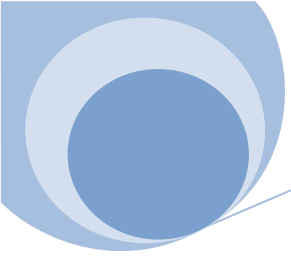
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1. March 11, 2021 Meeting Minutes

Action: Minutes approved.

2. Strategic Plan Review

Jenny provided a brief summary of the three space planning goals of the Strategic Plan extension:

- a. Creating Division Space Committees
- b. Re-affirming the Charge of SPAC
- c. Develop Space Priorities



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3. Strategic Plan Administrative Space Assessment

Eric introduced Winston Bao from LPA, Inc., the consultant hired to conduct the Administrative Space Assessment. Winston presented the assessment work plan that includes both the San Bernardino and Palm Desert Campus. The plan is to complete data gathering by the end of the Fall Semester. The tentative assessment completion date is May 2022.

4. Divisional Space Committee Update

Office of the President has established a divisional space committee. Student Affairs and University Advancement will finalize their divisional space committee roster.

VP Sudhakar inquired about the space request process. Jenny described the ideal process in which divisional space committees review and approve departmental requests and then submits them to FPDC. FPDC will research the request and provide the necessary information for discussion at the following SPAC meeting. SPAC makes a recommendation to the President who ultimately approves or denies the space requests.

5. Vacant and Underutilized Spaces

Eric provided an update on the status of certain vacant spaces throughout campus for the committee's information.

a. Yasuda Center

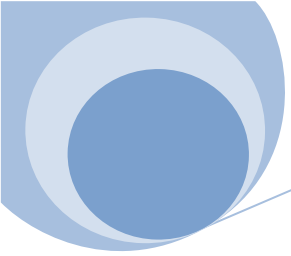
Eric presented proposed plans for use of Yasuda Center for the approved Masters of Science Physician's Assistant program with an expected launch date of Fall 2024. The scope of physical improvements required for the program is being developed.

b. University Enterprise

Eric presented on the vacant space UE-105/105A in the University Enterprise Corporation building after Auxiliary Accounting relocated to Sierra Hall. There have been no request for this space to date.

c. Serrano Village

Eric showed floor plans of Serrano Village which has been taken offline for at least the 2021/22 academic year.



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6. Student Union Expansion Village Impacts

Eric provided a summary of the various spaces that will be vacated at the completion of the Student Union Expansion project, which will be completed December 2021.

a. FO – Obershaw Den Food Pantry

Obershaw Den (FO-236/237) should be vacant as they are planning on moving into the former Pub space at the existing Santos Manuel Student Union.

b. Bookstore

First floor of the bookstore will be vacated at completion of SMSU Expansion. There have been multiple requests for that space such as the formation of a Welcome Center, use by Alumni Relations, and from ROTC/Air Force. The Veterans Success Center's has requested exclusive use of the bookstore storage B-0002 while a shared arrangement between ROTC and VSC has been proposed.

c. UH – VP of Student Affairs

The Office of the Vice President of Student Affairs (UH-225 to UH-232) will move to the existing SMSU (SU-222) at completion of the SMSU Expansion project. Student Affairs is requesting to remain in UH-225 to UH-232 to expand the Pre-College Programs currently located on the second floor of Pfau Library.

The Undocumented Student Success Center (SU-102B) is also expanding into former Title IX space (SU-103A-C).

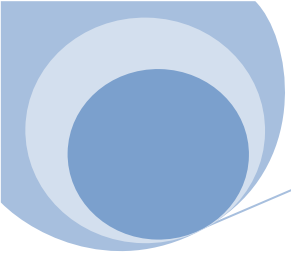
Action: Requestors are asked to submit an updated request with justification for the use of current Office of the Vice President of Student Affairs suite and a staffing plan for discussion at the next meeting.

d. UH – Career Center

UH - Career Center (UH-319 to UH-332) will move into existing SMSU (SU-108 and SU-112/113) at completion of SMSU Expansion project.

Student Affairs is requesting to remain in UH-319 to UH-332 to expand the Pre-College Programs currently located on the second floor of Pfau Library. Academic Affairs is also requesting this space to centralize UGS Advising.

Action: Requestors are asked to submit an updated request with justification for the use of the current Career Center space and a staffing plan for discussion at the next meeting.



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7. Items by Committee Members

Dorothy asked FPDC to consider converting vacant offices to lactation rooms, depending on the age of the building and proximity to other lactation rooms as there is a demonstrated need. Jenny replied that the University has provided lactation rooms where feasible and have been adding them to newly constructed buildings.

Meeting adjourned at 2:30 p.m.