Space Advisory Committee  
Meeting Minutes  
June 11, 2014  
2:00–3 pm, KL 362

Members Present:  
Daniel Feitelberg, Vice Chancellor for Planning and Budget; Chair  
Jane Lawrence, Vice Chancellor, Student Affairs  
Kyle Hoffman, Vice Chancellor, Development and Alumni Relations  
Michael Reese, Vice Chancellor for Business and Administrative Services  
Samuel Traina, Vice Chancellor for Research  
John O. White, Assistant Vice Chancellor for Capital Finance  
Annette Garcia, Assistant Chancellor and Chief of Staff  
Susan Sims, Special Assistant to the Provost/Exec. Vice Chancellor and Chief of Staff

Staff Present:  
Irwin Band, Principal Planner  
Mark Lutz, Building Services Manager  
Richard Cummings, Principal Planner

Others Present:  
De Acker, Ombudsperson  
Kathy Jefferds, Chief of Staff, Office of Planning and Budget  
Amy Lozano Smith, Communications  
Andrew Boyd, Director of Operations, Design and Construction  
Mike Riley, Assistant Vice Chancellor, Business and Financial Services

1. Call to Order

Vice Chancellor Dan Feitelberg called the meeting to order at 2:05 pm.

2. Approve May 2014 Meeting Minutes

The meeting minutes were approved as drafted.
3. **Stakeholder and Campus Community Comments**

Amy Lozano-Smith, representing UC Merced Communications, reminded the space committee of the significant space needs being faced by the web development team.

4. **Parcade Project**

Director of Operations Andrew Boyd provided an overview of the logistics needed to convert the Parcade space in downtown Merced for campus and incubator use for a late 2014/early 2015 occupancy. In response to follow on discussion, Vice Chancellors Reese and Feitelberg stated that a consultant has been retained to holistically coordinate space needs and space potential at the Parcade, the Promenade and Mondo.

The goal is to plan space assignments to maximize efficiencies, tenant improvements and adjacencies. The first step will be to identify the best uses for the Parcade space in addition to the incubator. Vice Chancellor Sam Traina stated that serious thought will be needed to make the space successful given its slightly irregular shape.

5. **Mondo First Floor Space Assignment**

Principal Planner Richard Cummings provided an overview of potential adjacencies based on the four space requests received by committee staff and the Provost’s request at the previous meeting to consider alternatives. He presented two sets of scenarios that depicted potential co-location options for the four requests. The first set assumed there would be no Parcade space available to relieve space pressures. The second set assumed a portion of the Parcade space would be available.

Concern was raised over the space deficiencies that would still remain under all of the proposed scenarios – given that some units are currently using borrowed space and other units have imminent hiring plans.

The committee deferred a decision until completion of the Parcade analysis given the impact it will have on other space needs. Vice Chancellor Feitelberg requested that the analysis include an assessment of what positions will be at Parcade, future hiring needs, an assessment of current adjacencies at Mondo and that any tenant improvements at Promenade occur on a parallel path with the Parcade analysis. The ultimate goal is to occupy the space in the 1st Quarter of 2015.

In addition, Building Services Manager Mark Lutz stated that he will have a network technician from Information Technology provide a summary of what it would take to upgrade the fiber for the still vacant space at Tri-College.

6. **Other Business**

Vice Chancellor Feitelberg adjourned the meeting at 2:45 pm.