Space Advisory Committee Minutes
Wednesday, December 10, 2014
2-3 pm
KL362

Members Present:
Daniel Feitelberg, Vice Chancellor, Planning and Budget
Michael Reese, Vice Chancellor, Business and Administrative Services
Kyle Hoffman, Vice Chancellor, Development and Alumni Relations
Samuel Traina, Vice Chancellor for Research
John O. White, Assistant Vice Chancellor, Capital Finance
Annette Garcia, Assistant Chancellor and Chief of Staff
Charles Nies, Vice Chancellor, Student Affairs

Others Present:
Bill Hvidt, Principal, The Hvidt Group
Abigail Rider, Assistant Vice Chancellor, Real Estate Services
Susan Sims, Special Assistant to the Provost/Exec. Vice Chancellor and Chief of Staff
Andrew Boyd, Executive Director, Project Management Services Center
Tibor Toth, Interim Assistant Vice Chancellor, Facilities
George Van Vleet, Building Services Manager (by phone)
Luana Putney, Associate Chancellor and Senior Advisor to the Chancellor

Staff Present:
Richard Cummings, Principal Planner
Irwin Band, Principal Planner
Mark Lutz, Building Services Manager
Steve Rabedaux, Director, Academic Facilities Planning
Ramana Dai’Re (by phone)

Discussion Items

1. Call to Order

The meeting was called to order by Vice Chancellor Feitelberg at 2:01 pm.

2. Stakeholder Comments

There no stakeholder comments.

3. Space Moves

Executive Director Boyd provided an overview of potential space moves, implications and strategy for off-campus sites at Mondo, the Promenade and the Parcade. The proposed plan is based on a desire to achieve functional adjacencies for space assignments based on how
various staff actually work. The proposal anticipated moves to the Promenade in mid-January 2015, occupancy of the Parcade in early May 2015 and occupancy of the Downtown Administration building in three years. The space moves would free up to approximately 7 spaces on the 3rd floor of Kolligian Library.

The Parcade occupancy plan design is a heavily utilized open office format in addition to 6 private offices and could be a site for an administrative services center. Given the public facing nature of Suite C at the Promenade, the proposal recommends locating Governmental Relations in this space. Suite K at the Promenade would be occupied by University Communications. Suite M at the Promenade would be reconfigured to add hotel stations and additional cubicles for use by 2020 project consultants and related staff. The proposal recommends that Suite A at the Promenade be used the Division of Planning and Budget and Business and Administrative Services.

Regarding the future Downtown Merced campus, the committee discussed the need for an ongoing philosophical conversation regarding the impact to critical synergies and adjacencies when campus leadership and various units are located off campus. While technology can help to bridge the gap, the committee agreed that the campus should avoid creating a schism between campus and off-campus. The committee also discussed the potential opportunities for integrating community-oriented research or educational elements as part of the long term vision for a downtown campus.

4. CARE Advocacy Office
   Associate Chancellor Putney briefed the committee on the space needs in her unit. A new task force has established protocols for campus Violence Prevention Programs. The standards state that Victim Advocacy offices need to be outwardly facing and not located in Police Departments in order to facilitate the use of these services by the campus community. AC Putney suggested KL107 would be a suitable location due to its adjacency next to the Ombuds and the privacy it would offer. After a discussion, the committee asked AC Putney to submit a formal space request with the assistance of Building Services Manager Mark Lutz.

5. Fresno Center
   Interim Vice Chancellor Toth provided a spreadsheet regarding utility costs and reconfiguration options for the Fresno Center. Interim VC Toth reported that the Fresno Center is only recouping 50% of its expenses bases on existing income. The analysis also found that the current rental rates are comparable to the market. The initial proposal is to first spread the deficit across the existing tenants and then consider options for operational savings. Interim VC Toth recommended holding off on an immediate reconfiguration of the space at a cost of $250,000 to attract new tenants given that vacancy rates in the building area approach 12-20% and the campus would risk losing tenants. The committee recommended continued analysis on options for recouping costs from the existing tenants and making the space more functional.

The remaining agenda items will be carried over to the January 2015 meeting.

The meeting adjourned at 3:02 pm.