

## Space Committee Minutes

December 04<sup>th</sup>, 2023

Attendees: Brendan Hanlon, Sue James, Blanche Hughes, Christa Johnson/Melissa Reynolds, Tom Satterly, Ben Withers, Alonso Aguirre, Karen Estlund, John Slack, Brandon Ates, Julia Murphy, Jillian Zucosky, Gargi Duttgupta

- **Attendance**
  - **Members**
    - Tom Satterly
    - Melissa Reynolds
    - Mark Paschke – proxy for Alonso
    - Sue James
    - Ben Withers
    - Brendan Hanlon
    - Blanche Hughes
  - **Ex-officio**
    - Brandon Ates
    - John Slack
    - Jillian Zucosky
    - Gargi Duttgupta
    - Karen Estlund
  - **Guests**
    - Julia Murphy
    - Jerick Flores - Advancement
- **Housekeeping & Goals**
  - **Monthly SC meetings**
    - Get through the top priorities first as we know we often cannot get through the full agenda.
    - We need at least 4 members to meet quorum and cannot vote.
      - Send a proxy that has voting power.
      - If we won't have quorum, it would be good to know in advance to cancel.
      - **ACTION:** Let Gargi know at least a week before if you will not be attending the monthly meeting.
  - **Space (and Committee) Processes**
    - **Classroom Review Board**
      - Synergy between SC and CRB
      - We've seen at least 3-4 classroom requests come to SC in the last year.
      - Would Julia like to come to SC on a regular basis? Would SC like to designate a person from the committee to attend the CRB?
        - Julia believes it would be very beneficial to attend.
          - **ACTION:** Gargi to add Julia to SC meeting invites.

- Julia believes it would be good to have an SC Member attend the CRB meeting.
    - No summer meetings
    - Meets four times per semester
    - Usually on Teams for 1 hour
    - Melissa Reynolds volunteered to attend as SC representative.
    - **ACTION:** Julia Murphy to add Melissa Reynolds to the CRB meetings
- October Discussion / Agenda Feedback
  - Seems like the website has not been socialized and people still talking like the information is not transparent.
    - Who is the audience that needs this information?
      - VP and Deans should be aware of the information.
      - Recommendations discussed:
        - Meeting that Lynn Johnson organized at the beginning of the year looked at issues around space.
          - Individuals would come present to the Deans providing a general overview of about issues and concerns related to space.
          - Proposals coming forward for new facilities and facility development.
          - Leadership would present their facility needs and plans.
          - This was more of a holistic view of space and facilities.
        - Follow-up on a regular basis by visiting with the council of deans (at least once a semester).
        - Message to Deans/Units to identify the point person that is responsible for space to ensure engagement with them and space.
      - **ACTION:** Brendan H determine how to move forward with these recommendations.
      - **ACTION:** Send any other suggestions to Gargi on how to socialize and engage regarding space information.
    - Space availability information on the website
      - Should we create web space regarding spaces that have been explored that are often repeatedly reported that there is available space.
      - We've looked at for available space but anecdotally people say the same buildings have space available.
      - There's hesitation to call out exact buildings on the website. How else could this be represented on the website?
      - **ACTION:** ALL - Send Gargi your thoughts on: How do we minimize busy work regarding space availability where the same buildings are anecdotally being suggested as available, despite CP investigating and occupants saying there is no space available.
- Space available – STRATA Update



- Leadership needs to have this conversation regarding this need, how can SC/CP support the need of so much space.
    - Currently no space available. Options could include decrease footprint, move to fully remote, and look into permanent space in the Lake Street Garage once the swing space needs are complete for Clark and Glover.
    - **ACTION** – Gargi to share the discussion regarding the 2537 Research Blvd options for CVMBS.
- **Updates**
  - **Past Action + Agenda items /Informational**
    - Regional Food Center & COFSAC
      - Recommendations explored:
        - Gargi to walk their existing space to see if ways to make it work within their allocated space. Have not heard back from Dean Pritchett to set this up.
        - Coors Pavilion
          - Sue believes it is a good option based on her walk in.
        - Explore off-campus w STRATA
          - Some of the grant could be used to explore space with STRATA (i.e. use portion of the space that CVMBS needs to get out of lease on Research Blvd.)
      - **ACTION:** Gargi to contact Dawn Thilmany & Amy Charkowski to explore options with John Slack at 2357 Research Blvd. STRATA that could then help out CVMBS in reducing their lease and create lease for ~1,200 ASF.
    - Graduate Program – Public Health
      - They were informed we could not meet their request.
    - CSU Summer Office
      - Summer Program was not interested in temporary space offered up by VPR
      - Provost office has put in a Capital Request for the 3<sup>rd</sup> floor of Admin to incorporate summer program into
      - **ACTION:** Gargi to let CSU Summer Office know we cannot meet their request for space.
    - Soil Archive (Soil & Crop Sciences)
      - Awaiting Megan to respond on decision.
    - Aggie labs
      - It doesn't make sense to continue to put money into a building that is not efficient, costs so much, etc.
      - Faculty use it in this free space, instead of use Central Warehouse.
      - **ACTION:** Melissa Reynolds working on a survey regarding sample archiving needs. She can add the users of Aggie Labs to get a better grasp on what research is being stored out there.
      - Recommendation Discussion
        - Anyway to re-purpose the building? (Hand off to Steve Burn to manage, clean up, start charging)
        - There was a report in the last few years outlining the options with this Aggie Labs.

