

Mission Hall Building Governance Committee Meeting

Date: Thursday, March 30 2017 - 9am

Attendees: Colin Boyle (phone), Bob Hiatt, Chris Pollock, Peggy Ghertner, Susan Rubin, Dan Lowenstein, Lori Yamauchi, Bruce Wintroub, Adrian Miu, Diane Kay, Cristina Morrison, Chuck Ryan, Dixie Horning

SUMMARY/CONCLUSION

- **Departments will retain the space they currently use (minus TBD and underutilized) plus some percentage for growth.**
- **This means that both TBD and underutilized seats would be returned to a centrally controlled entity (SoM or Chancellor with governance for allocation by the Space Management Subcommittee with input by the building committee)**
- **Exceptions or appeals can be made if a department can justify the need for the seats that may appear underutilized, but are actually being used (like students sharing workstations).**
- **Communication to go out from Bob/Dan/Bruce to MH All Blocks and posted on website/newsletter with updates on capital improvements & timelines; set expectations**
- **Capital Improvements to move forward**
 - a. **Next steps: Block Committee meetings on the above agenda items**
 - b. **Capital Programs/Campus Planning: create proposal and quote with contractor**

AGENDA & MINUTES

1. TBD & Underutilized Space

2. Cancer Center PCMB

3. Capital Improvements (Focus Room Conversion, acoustical work, furniture, signage)

4. Process and timeline

- Precision Cancer Medicine Building (PCMB) approved by Regents and occupation of clinicians in Mission Hall will occur in 2019. Currently need to place 173 in 2019 with some amount of growth (growth to be determined)
- Current underutilized (143) and TBD (204) have not been vetted; criteria was used to identify underutilized.
 - If the desks had no technology and no personal items, marked as underutilized
 - TBDs are reported by Blocks/Sub-Blocks, or identified with signage
- Dan Lowenstein: optimal use of Mission Hall is very important. As we consider planning and growth over the next 10 years, we cannot afford to have inefficiently used space.
 - What approach can we take as a building community to come up with a goal to free up for underutilized space to accommodate broader needs; with a more efficient stacking to maximize contiguous underutilized space?
 - Space Sub-Committee concluded that if we can have everyone in the building engaged, the idea will be that folks will shift around the building for restacking and optimizing.
- Conversions include eligible focus rooms to be released as private offices to 241
- Approximate total of 588 across all floors available for use
- Limited money to restack and renovate
 - Minimize moves, maximize renovation dollars