

Space Planning Advisory Committee (SPAC)  
Final Meeting Minutes  
October 7, 2020

**Members Present:** Jennifer Sorenson, Leatha Elsdon, Julie Lappin, Jenna Aguirre, Monica Alejandre, Ruth Landeros, Antonio Guijarro, Eric Chan, Molly Springer, Lesley Leighton

**Members Absent:** Kim Nicholl, James Trotter, Dorothy Chen-Maynard, Daisy Ramos, Maria Munoz

**Guest/Alternates:** Muriel Lopez-Wagner, Franschell Williams, Jim O'Linger, Pamela Moses, Kathleen Firstenberg, Tiffany Melendez, Clare Weber

**Meeting Start Time:** 1:00 p.m.

**Agenda Items**

1. 2021-22 Space Planning Goals for Strategic Plan Extension
2. CH-110 Dr. Tom Rivera's Former Office (Information only)
3. PDC HS-106 - Kinesiology Lab

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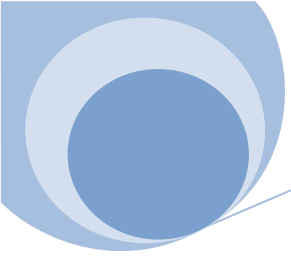
1. 2021-22 Space Planning Goals for Strategic Plan Extension

Objectives for two-year Strategic Plan Extension:

- July 2020 report to assess the need for 24<sup>th</sup> CSU campus shows statewide enrollment demand exceeding CSU current capacity
- Regional demand to increase by 30% by 2030.

Current Campus Conditions:

- Q2S conversion should provide more space because of scheduling.
- Virtual instruction has changed many aspects of campus life and instruction.
- The multi-year capital plan – no anticipated funding for deferred maintenance or academic projects for at least the first couple of years.
- San Bernardino short on faculty offices and labs in CNS. Palm Desert short on faculty offices and student services space.



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Recommendations for increasing space utilization:

- Jenny: Conduct SWOT analysis and space utilization study, possibly with external evaluation. Identify permanent space before department pursues grant or hires personnel.
- Julie: Be strategic about areas that are growing and/or need space. Encourage divisions to look at the space they have available.
- Jenna: FERP and part-time offices can be centralized or shared on an as-needed basis. Each division should have space sub-committee to allocate within division before requesting space from SPAC.
- Muriel introduced Pamela Moses, who will help with Strategic Plan and help groups identify the impact of proposed changes/measure impact prior to making change.
- Jim: challenge of asking professors to share “their” space. ITS is looking at moving physical computer labs to cloud-based virtual labs.

2. CH-110 Dr. Tom Rivera's Former Office (Information only)

The office will remain assigned to University Advancement for their use. VP Nava working with Dr. Rivera to ensure his needs are met.

3. PDC HS-106 - Kinesiology Lab

HS-106 was previously a underutilized classroom but PDC is looking to dedicate this space to Kinesiology for lab instructions and office space for a tenure faculty. Associate Dean at PDC was able to relocate classes without much impact.

Kinesiology equipment has already been ordered and can be temporarily stored in HS-106 in the short-term.

**Action:** Jenny and Eric to reach out to Dorothy to confirm minimal impact on classes currently scheduled. A vote will take place at the next meeting.

**Meeting adjourned at 1:50 p.m.**