



**Communication from the Chair of the Committee on Library and
Scholarly Communication**
George Rutherford, MD, Chair

February 11, 2010

Elena Fuentes-Afflick, MD, MPH
Chair, UCSF Academic Senate
500 Parnassus Avenue, Box 0764

RE: Recommendation on Mission Bay Library Space

Dear Dr. Fuentes-Afflick,

As you know, the UCSF Mission Bay campus has undergone dramatic growth during the past decade. A majority of graduate programs are now located at Mission Bay with students expecting library services and study space comparable to that found on Parnassus. Additionally, more than 500 graduate and professional school students, as well as postdoctoral scholars live in Mission Bay housing and many of them spend significant amounts of time at Mission Bay, especially at night and on weekends. New research and clinical buildings such as the Orthopaedic Institute, the Cardiovascular Research Building, and the Helen Diller Family Cancer Center are either fully operational or coming on-line shortly. Finally, the planned UCSF Medical Center at Mission Bay will generate even greater demand for expanded library services, particularly from medical students, residents, clinical fellows, and patients.

Recognizing the ongoing demand for space, the Campus Library worked with the Academic Senate Committee on Library and Scholarly Communication (COLASC) to develop a Master Plan that articulates Library Space requirements for the next 5-10 years. This Master Plan was submitted to Executive Vice Chancellor Washington February 2009 and is enclosed for your review.


The plan identifies two critical issues. First, on the Parnassus campus students need 24-hour library access for study. While the Parnassus Library was originally designed with a separate area for 24-hour access in mind, the dedicated space was never utilized in this capacity due to issues of accessibility and lack of a restroom. Efforts are underway to secure funding for the required space upgrades.

Second, at Mission Bay there are two small library spaces but these are inadequate to meet current demand and future growth. Moreover, one of these will soon be converted into laboratory teaching space, and the other library in the student center closes early in

the evening due to building hours and is almost always filled to capacity. Thus, there is no permanent library space at Mission Bay with safe and secure 24-hour access.

The COLASC urges the Academic Senate, and any relevant Senate Committees to endorse strongly the recommendations outlined in the Library Master Plan, especially for a larger consolidated library at Mission Bay, and to encourage Campus Administration to secure crucial space and funding. Given current needs, we feel that such new library space must be a reality when the UCSF Medical Center opens in 2014.

Yours truly,

A handwritten signature in black ink, appearing to read "George W. Rutherford". The signature is fluid and cursive, with a prominent loop at the end.

George W. Rutherford, M.D.

Chair, Committee on Library and Scholarly Communication

[Enclosure](#): Master Plan for Mission Bay Libraries

University of California, San Francisco
Master Plan for Mission Bay Libraries

January 2009

Executive Summary

The growth of the Mission Bay campus creates demand for additional academic services. As one of the academic services the existing Mission Bay Library is at maximum capacity today and new academic and clinical programs, growth in numbers of students, faculty and staff and the new medical center will place added pressures. In preparation for the next Long Range Development Plan the Library was asked to project Mission Bay space needs over the next 5 -10 years. The design of the library calls for a mixture of traditional and innovative space with elements that foster interdisciplinary/interprofessional collaboration, emphasize well-planned informal and formal learning spaces, provide ubiquitous access to technology and support, and highlight a service-oriented environment. The space will emphasize the collaborative nature of teaching, learning and research. The recommendations call for a library of 12,790 square feet. This is calculated from projected populations and programs at Mission Bay over the next 5-10. This plan would replace the current 3,000 square foot Community Center Library.

In the short term students place a high value on safe and secure 24-hour study space on Parnassus. The addition of a restroom would create useable space in the Kalmanowitz Library and allow reductions in personnel expenses and service improvements for students. At Mission Bay the pending loss of the Genentech Hall Library creates a similar demand and short term solutions are under review. In both facilities a primary considerations is the safety and security of students.

Introduction

Two planning initiatives offer an opportunity to consider long term space needs for library services and programs. Campus Planning is developing a Mission Bay Non-Academic/Academic Support Master Plan as part of the next Long Range Development Plan. The Library was asked to summarize its current facilities, space requirements and future expansion potential. At the same time the campus is reviewing all capital projects to ensure that they reflect priorities in the UCSF Strategic Plan. EVC Washington has assembled a small group to work with Campus Planning to advise him on academic priorities, including library space, to add to the planning effort

This document describes library space allocations today and projections for the next 5-10 years.

Background

Today's libraries remain central to the academic enterprise, bringing together new and emerging information technologies combined with traditional knowledge resources in a user focused, service-rich environment to support today's patterns of learning, teaching, research and community service. The Library serves as the centerpiece for the intellectual community and the scholarly enterprise.

Current Operations and Facilities

UCSF Library at Parnassus

In 1991, the campus celebrated the opening of the new UCSF Library at Parnassus, a state-of-the-art facility with remarkable views of San Francisco. The building was designed with capacity to house 800,000 volumes, an assortment of individual and group study areas, a computing lab, classroom, a community meeting room, an area to exhibit art, and staff offices and work areas.

The Library also functions as meeting and work space. Small faculty carrels bridge geographic boundaries by providing meeting and work areas to faculty members who are traveling between campuses. The Lange Room, a showcase on Parnassus, is a popular venue for departmental receptions and meetings. For research the rich collection of digital and print materials, advanced technologies and expert staff support ongoing projects and explorations in new disciplines and unfamiliar territory.

Since its opening, space allocation has remained relatively constant. Space reassignments have added two additional programs now occupying around 6,000 square feet. In large part the programs replaced book and journal stacks. One program is directly related to library activities but the other has evolved to a clinical service with no library collaboration.

UCSF Libraries at Mission Bay

Two libraries at Mission Bay occupy 6,000 square feet. The UCSF Library at Genentech Hall opened in the first phase of the Mission Bay campus in 2003 followed by the UCSF Library at the Community Center in 2006. The former serves as a highly valued 24-hour study facility and the latter offers a computer classroom for academic and administrative training, core and specialized library services. The Genentech Hall Library, which serves as the 24 hour facility, is likely to close in the next year and the space converted to another function.

Affiliate UCSF Libraries

In addition to facilities mentioned above there are small libraries at UCSF clinical sites, managed generally through the School of Medicine dean's offices (San Francisco General Hospital; UCSF Mt. Zion; and, UCSF Fresno). For the most part these facilities are organized around service delivery and curriculum support though small they are heavily used services. While each site purchases a small set of selective, unique material the electronic books and journals are managed and paid for by the UCSF Library.

Planning Considerations for Future Library Space

Parnassus

Space that fosters collaboration is the concept behind a construction project in the UCSF Library at Parnassus. A new Teaching and Learning Center with general assignment classrooms, a clinical simulation/clinical skills facility and redesigned student computing/instructional development area will replace study tables and journal stacks. A key concept in the design of the TLC is an expanded definition of classrooms as both formal and informal spaces – hallways, computer labs, libraries, student lounges and coffee shops and the integral role libraries play in student learning. The project includes relocating two library functions from the 2nd floor to the 3rd floor and moving the library-managed student computing lab to the north wall on the 2nd floor.

There are two longer term space issues for the Parnassus Library. The most pressing need is a 24 hour study facility. An area on the 3rd floor was designed as such but lacks restrooms. Adding restrooms would allow continuity with existing library facilities. Students now have access to small computer lab in the Medical Sciences Building. This space is used heavily but is not large enough for individual study. There remains a critical need for a secure, safe 24-hour study area for students on Parnassus. The other longer term issue is office space for staff. Staff work areas will soon be needed as the library continues to partner on technology projects and is successful in competing for grants and contracts. There are opportunities to capture existing space within the library, which would require redesign and perhaps relocation of current tenants.

Mission Bay

To meet current and future needs, the Mission Bay library must expand. The following contributes to space needs.

- New academic and clinical programs
- Growth in student populations
- Opportunities for partnerships and collaboration

1. New Academic and Clinical Programs

As faculty and academic programs move to Mission Bay, there will be additional pressures on library space and services. To date the service needs have been met through the two existing facilities with strong support from library staff at Parnassus. Special considerations should be given to the design of areas to support faculty. Space for faculty collaboration, well-designed areas for quiet study and room for experiments with new technologies for teaching and learning are examples. Additionally, we project ongoing demand for training to assist in managing the biomedical literature, to support publication and guidance on using advanced databases and tools.

The UCSF Medical Center at Mission Bay and other planned clinical facilities will require additional library staff support. Medical Center staff consults libraries for patient care and to support clinical research. A paper and electronic patient library with expert information assistance is a possible joint project with the Medical Center to respond to the expected patient and family visits.

2. Growth in Student Populations

There are three areas of student growth at Mission Bay. 1) graduate students, including postdocs; 2) UCSF students living on or near UCSF campus; 3) students, residents and fellows that will accompany the professional school programs moving to Mission Bay once the Medical Center opens.

Data indicate about a steady growth in the number of graduate students and the possibility that 2nd year medical students will move to Mission Bay. Additionally, we can expect to see other professional students on clinical rotations at the new Medical Center adding to the campus student population and need for space to study, to work with colleagues and to prepare for clinical work.

The Mission Bay student housing has increased the need for a convenient, nearby, safe place to study. Study at home is often impossible due to living arrangements that may include roommates who function on a different schedule. Graduate students and fellows require space outside their labs to study for exams, write papers, and prepare grant proposals. Students study late into the night due to their busy schedules and graduate students need to monitor laboratory experiments. With additional programs located at Mission Bay and the build-out of nearby housing more students will live on or near campus and consider Mission Bay their primary location.

3. Opportunities for Partnerships and Community Building

In the recent redesign of the UCSF Library at Parnassus the library sought partnerships that strengthen existing programs and enhance student and faculty life. There are opportunities for similar partnerships at Mission Bay, given the diversity of programs and interdisciplinary activities planned for that site. At a minimum careful thought should be given to locating related functions either in or adjacent to library space.

Young biotech companies, often founded by UCSF faculty, typically do not have funds to access the range of scientific and technical journals and databases to bring their products to market. Today, many rely on the UC online journals and databases through visits to the Mission Bay Community Center Library.

Mission Bay Library Space Planning

Conceptualizing a vision for health sciences libraries is useful in planning space. The future will include advanced tools for communication; seamless access to UC and worldwide information resources regardless of format; a well-integrated online learning environment that blends class sessions with online course materials; easy remote access to meetings, courses and lectures regardless of geographic location; a robust technical infrastructure with support that is unified across the UCSF enterprise; immediate online connections to library staff expertise for help with databases, information questions; and an increasingly complex information universe with highly specialized databases.

Programming

Some elements of the space requirements for the library of the future will look similar to today's library. A mixture of traditional and innovative space will preserve the essential elements yet emphasize the integral nature of technology to the academic health sciences enterprise.

Study space is an essential function. It should include separate seating areas that meet diverse needs for individualized, quiet work and interactive, group work. An instructional computing area would enable students to use specialized programs with a campus 'help' desk to assist with hardware and software problems. Even with the widespread computer requirements for students many will continue to rely on library-supported workstations. Additionally, high end equipment will support advanced tools for curriculum development and space would be set aside to join in meetings and events across the UCSF locations. A small staff would deliver services, offer training and support the technology. Shelving would hold a very small number of books. Finally, the space should be designed so that one area is open 24 hours a day with security and nearby restroom facilities. Ideally, the space would be situated adjacent to other teaching/learning facilities for convenience and synergy.

Sizing the Library

A common metric that has been used in the past for library planning considers student population using a standard of 25 square feet/student and then adding space for work areas and book stacks. Currently, there are 200 students at Mission Bay. For rough planning purposes we will add another 200 professional school students assuming some portion of their curriculum will move to Mission Bay. This method would result in a library of 12,970 square feet. This figure does not account for the 756

students living in Mission Bay housing, many of whom are professional school students who use the Mission Bay Library. Nor does it consider students who live in adjacent Mission Bay neighborhoods.

Another very rough way to determine appropriate size is to divide the population by the current size of Mission Bay library and then project the size of expanded space(2837/3000 sf=1.057 sq/person). Using population figures for 2026 would require a library of 15,042 square feet.

Projected Mission Bay	Population
2004-2007	2,837
2008-2011	2,018
2014-2026	4,245
Subtotal	9,100
2014	5,131 (Medical Center opens)
TOTAL	14,231

Below is rough space allocations library for a 12,790 square foot library at Mission Bay. These calculations consider the growth in populations and new academic programs but not opportunities for partnerships and community building.

Space Allocations

Function	Sq. Ft.
Study	8,140
Comfortable Seating	
Collaborative Work	
Quiet Study	
24 Hour Access	
Shelving for 1000 volumes	100
Technology Commons	3,300
Single Service/Help Desk	
Classroom	
Staff Work Areas (11) /Technical infrastructure	1,250
 TOTAL	 12,790 square feet

Timeframe

There are pressures now on Mission Bay libraries. The Community Center Library is not large enough to support the student population in 2009 nor is it designed for 24-hour access. Additionally, the small size and location, directly on a major walkway from the parking garage, results in considerable noise and significant use by non-UCSF community members. The space pressures will increase as new programs and populations locate at Mission Bay. A new library should be in place when the Medical Center opens in 2015. Planning should begin now to identify space, functions, locations, design and construction funding.