

**Communication from the Academic Planning and Budget Committee**  
**Chad Christine, MD, Chair**

December 15, 2016

TO: Ruth Greenblatt, Chair of the UCSF Academic Senate  
FROM: Chad Christine, Chair of the Academic Planning and Budget Committee  
CC: Todd Giedt, Executive Director of the UCSF Academic Senate Office  
RE: Review of Proposed UCSF Academic Senate Bylaw 185 – Space Committee

Dear Chair Greenblatt:

The members of the Academic Planning and Budget (APB) Committee have reviewed the proposed Bylaw 185 which proposes the establishment of a standing committee devoted to space. The APB committee understands that space planning has become a more active issue at UCSF in the past decade and agree with Senate leadership that it would be desirable to have more consistent interaction with the administration on the many matters of space planning. However, we are concerned by Bylaw 185 because as it is written, the new space committee would have major overlap with APB on matters of space planning. We are very concerned that creating committees with overlapping responsibilities would cause inefficiencies (waiting for one committee to report to another) as well as cause confusion for senate members and for the administration to understand the roles of the committees. Therefore, we suggest that Bylaw 185 be reconsidered. Below we describe three alternate plans. We consider the third option the least desirable.

1. A standing space subcommittee is permanently established within APB. Additional members with interest in Space planning would be added to APB including those on the ad-hoc building committees and ex office members proposed in by law 185. The subcommittee would meet each month 1 week prior to an APB meeting and then report to APB and would send a representative to the executive council.
2. A new space committee is formed but has a charge to focus on use of existing structures (not planning of new structures). The bylaw could be amended in this manner:
  - a. Setting principles and goals to guide UCSF space planning efforts and maintenance of existing infrastructure (but probably not be involved in initiatives and philanthropic campaigns if APB is supposed to be involved in planning).
  - b. Consult with the administration and stakeholders over all space utilization policies, including setting criteria for the assessment of the value of space utilization, as well as underutilized space, which is subject to reallocation.
  - c. Participate and advise in Senate efforts into UCSF space planning committees and subcommittees (but probably should not be involved in strategic planning, the development and planning of new buildings, and modifications to existing buildings and structures.)
3. A new space committee is formed and the APB bylaws are rewritten such that APB is no longer involved in space planning.

Sincerely,

Chad Christine, MD  
Chair of the Academic Planning and Budget Committee