January 25th - BFA Executive Committee

Space Utilization questions:

1. **Unit constraint:** What type of space do you feel is most lacking for your unit? (e.g., office, classroom, seminar rooms, conference rooms, labs, study, student, faculty)

2. **Classroom selection:** In any given semester, is your department able to find sufficient classrooms to run all the courses and course sections it needs, and at your desired enrollments?

   What is your department’s strategy for addressing this problem?

   Do you have recommendations for how campus could help you in this endeavor?

3. **Classroom scheduling:** Data from the Registrar show that centrally scheduled classrooms are most heavily booked between 10 a.m. to 2 p.m. with much lower use before and after that time period, which leads to space utilization problems. In addition,
many classes are scheduled outside of the prescribed block schedule.

How does your department schedule classes?

What works, what does not work, and why?

4. **Space management process**: What are the stakes involved in a campus space management process? How should communication between faculty, staff, chairs, deans and administration flow as we explore strategies for establishing such a process?

What would inspire the most fair, transparent, and flexible solutions to our space management problems?
Would you support campus space management office? If so, with what level of authority?

5. **East campus**: One strategy being considered is to relocate administrative functions from strategic, central space on main campus to East Campus. Which Administrative functions do academics need on main campus, versus another location such as east campus?

What are your ideas for integrating east campus?