University of Virginia Space Governance

**Implement space management strategies, policies, and practices to support efficient, effective use and stewardship of physical assets, anticipate future space needs, and respond to University priorities.**

**Areas of Leadership**

1. **Capital Development Plan**
   - a) Strategic and Capital Resource Planning: Lead a capital development planning process that aligns capital resources with the University’s strategic plan.
   - b) Capital Needs Evaluation, Prioritization, and Approval: Evaluate, prioritize, and approve capital projects to be included in the Major Capital Projects Program (subject to the final approval by the Board of Visitors).
   - c) Management of the Major Capital Projects Program: Provide regular oversight to the ongoing capital development process for the approved Major Capital Projects Program.

2. **Major Planning Studies**
   - Provide review and oversight for the development, evaluation, and coordination of various major planning studies.
   - Review and approve space studies.
   - Actively engage other entities that provide real estate services to the University.

3. **UVa and UVA Foundation Real Estate Property Program**
   - a) Approve UVa property acquisitions.
   - b) Review information and provide critical input regarding UVA Foundation real estate transactions.
   - c) Review and approve major lease proposals.
   - d) Approve space studies associated with UVA Foundation real estate transactions.

4. **Space Management**
   - a) Review and approve space transactions between schools and units as guided by the new financial model.
   - b) Approve space guidelines and policies developed by the Space Working Group to provide a framework for optimal space use.

**Members**

- **Executive Vice President and Provost**
  - Vice Provost for Academic Affairs
  - Associate Provost for Administration & Chief of Staff

- **Executive Vice President and Chief Operating Officer**
  - Director of Operations
  - University of Virginia Foundation
  - Vice President and Chief Student Affairs

- **Executive Vice President for Health Affairs**
  - Associate VP for Student Affairs
  - Architect for the University
  - Staff Support

- **College and Graduate School of Arts & Sciences**
  - Senior Associate Dean for Administrations & Planning

- **Facilities Management**
  - Director of Operations
  - University of Virginia Foundation

- **School of Medicine**
  - Director of Capital & Facilities Planning

- **Executive Vice President for Health Affairs**
  - Director, Facilities Planning & Capital Development

- **Office of the Architect**
  - Assistant University Architect

- **Real Estate & Leasing Services**
  - Director

- **Contract Administrator**
  - University of Virginia Foundation

- **VP & Chief Student Affairs/Housing & Res. Life**
  - Dean of Students

- **Associate Dean of Students**
  - Associate Athletics Dir.
  - Athletics

- **University Budget Office**
  - Manager Capital Budgets and Systems

**Guiding Principles**

- Grounded in the University’s mission of teaching, research and community service.
- Space Planning supports the University’s Strategic Plan.
- Governance is transparent and equitable.
- Leadership is serving and enabling.

**Areas of Responsibilities**

1. Manage space requests submitted through the University’s space request form/process and implement space planning:
   - a) Provide options and solutions to a school or business unit when space needs cannot be accommodated within existing space holdings.
   - b) Oversee the University’s space request process.
   - c) Approve space requests.

2. Support the Space Leadership Committee’s (SLC) strategic planning process through:
   - Implementing space studies sponsored by the SLC in support of the capital development plan.
   - Researching and critically evaluating space needs by actively engaging schools and various units.
   - Assessing and applying best practices for space use in higher education.

**Charge**

- Provide solutions that optimize resources effectively and support the University in achieving excellence in teaching, research, service, and health care.
- Support the Space Leadership Committee’s (SLC) strategic planning process through:
  - Implementing space studies sponsored by the SLC in support of the capital development plan.
  - Researching and critically evaluating space needs by actively engaging schools and various units.
  - Assessing and applying best practices for space use in higher education.

**Members**

- **Executive Vice President & Provost**
  - Senior Planner (Chair)
  - Associate Provost Academic Support & Comm. Mgmt.

- **Facilities Management**
  - Director of Operations
  - University of Virginia Foundation
  - Associate Director of Space Management

- **College and Graduate School of Arts & Sciences**
  - Senior Associate Dean for Research, School of Medicine
  - Chief Environmental Care Officer

- **Executive Vice President for Health Affairs**
  - Associate VP for Student Affairs
  - Architect for the University
  - Faculty Senate (Two Members)

- **Assistant University Architect**
  - Assistant University Architect

- **Real Estate & Leasing Services**
  - Director

- **Contract Administrator**
  - University of Virginia Foundation

- **VP & Chief Student Affairs/Housing & Res. Life**
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