USF Health - Space Committee  
May 11, 2011  
2:30pm – 3:30pm, CMS 3048  
MINUTES

Members:
Stan Douglas, Jay Evans, Lynne Hansen (til 3), Joe Jackson, Phil Marty (Matt Anderson attended for Rsch), Jennifer Moyer, Anne Phillips (unable to attend), Kevin Sneed, Joann Strobbe, Audean Ross

I. Welcome: Joann/Stan welcomed members, quorum present, 3/29 Minutes reviewed & approved  
Audean provided copies of holding, pending & new SRFs to members

II. Space Requests in HOLD Status:  
#20 GME Relocate 10-12 office spaces Approved, Clinic remodel Oct ‘11, OFM send email, immediate needs?

III. Pending Space Request Updates:  
#7 Psych MDT 306-326 (Sheehan) Pending, Dec ’10 Retired, PMarty f/u w/FFernandez, if no objections proceed  
#27A PharmD MDC 2127 & 2127A (Bernal) Pending, Relocate to FOB 1st Flr w/Diabetes? PMarty f/u, Vacate Letter  
#30 COPH UPC 5th Flr (12-14 full time staff) In Progress, JEvans working w/FFP lease agent for UPC 5th Flr space  
#31 Pharm Phys MDL 1st Flr (D’Agostino Office) In Progress, Creating office in MDL renovation by Aug’11  
#36 Berlin FOB 5th Flr (Move to ACH, office commitment?) Pending, JStrobbe discuss w/SKlasko, Vacate Letter  
#37 PaperFree FOB 2nd Flr (Move from 4th Flr to 2nd Flr cubicles) Pending, JJackson working multiple issues see below  
a. Move ENT schedulers to FOB 2nd Flr IT cubicles  
b. Use ENT FOB vacated offices for????  
c. Move Public Affairs & possible Villages staff to CMS 3rd Flr  
d. Move Harrell Ctr staff to FOB  
e. Move PaperFree, FHIC-Wolfson & possible Villages staff to 5th Flr UPC

IV. New Space Requests:  
#38 OEA MDC 2534 (Salkos/Olsuki – Temp 6 mos) Approved, re-evaluate location in 6 mos  
#39 PharmD MDC 3145 & 3145A (2 Fac 6/1 & 2 Fac 8/1) Approved, OFM verify vacancy  
#40 OEA MDL 1041/1045 (Oswald, New Hire/Yr Book) Approved, OFM will find space to relocate Yr Bk til SSS open

V. Review Current Relocations/Renovations:  
a. Morsani 5th & 6th Flr: Moves scheduled to begin 5/20 for 8wks, completed by 7/18, no clinic downtime, Dermatology, Rheumatology, IMED, Swallowing Ctr, clinics should be vacated by mid June  
b. Auditorium/Grp Learning/Anatomy: Renovations wrapping up, estimated completion Jul 2011

VI. Other Items:  
a. Pharm Phys Chair Candidate – space needs @ next visit, invite Douglas, Marty & Deschenes to mtg  
b. Bldg behind Tarek’s – used for Arts storage, request main campus to turn over to USF Health/COPH  
c. CPD – Moving to CAMLS mid Feb ’12, how can we utilize this vacated space?

Next Meeting: Wed, June 22nd 2:30-3:30pm in CMS 3007