Ms. Elizabeth Hill, Legislative Analyst  
Executive Office  
925 L Street, Suite 1000  
Sacramento, CA 95814  

Dear Ms. Hill:

I am pleased to advise you that, by copy of this letter, I am transmitting the report "University of California, Instruction and Research Space Summary and Analysis, 2008-13 Capital Improvement Program" to Mr. Steve Boilard, Legislative Analyst's Office, and to Ms. Theresa Gunn, Department of Finance.

This report responds to the legislative request set forth by Item 359 of the 1973 Budget Conference Committee's Supplemental Report, as follows:

**Item 359 - University of California - Capital Outlay**

1. The Regents of the University of California shall, by November 1 of each calendar year, provide to the Joint Legislative Budget Committee and the Department of Finance, a summary of all instructional and research space in the Universitywide system. The summary shall consist of campus-by-campus data indicating existing space available to each department of instruction and research including a seven-year projection of space needs for departments of instruction and research. The data shall include but not be limited to classrooms, upper and lower division class laboratories, teaching assistant offices, and faculty offices. The summary shall correlate assignable square foot capacities to full time equivalent student enrollments and faculty positions for both existing space and projected space needs. The Health Sciences shall be included as part of this summary.

The space analysis is based on space planning guidelines developed by the California Postsecondary Education Commission (CPEC) in 1990 to replace the 1955 CCHE/Restudy standards. The methodology used by the University in calculating the guidelines for classroom and teaching laboratory space relies on the legislated utilization standards, an average of 35 hours per week for classroom stations and 20 hours per week for teaching laboratory stations as defined by action of the Legislature in 1970 and 1973.
The University's future long-term enrollment plan is under study. The enclosed enrollment table is based on actual enrollment as known during preparation of this submittal and reflects planning assumptions for enrollment through 2012-13, subject to completion of the University enrollment plan.

To make the most efficient use of existing facilities in accommodating these enrollments, the University has agreed with the Governor and the Legislature to expand summer and qualifying off-campus enrollments to the maximum extent feasible. The impact of year-round operations on instruction and research space needs is reflected directly in the projected workload data included herein. This analysis continues to assume that State-funded summer and off-campus enrollments will equal 40 percent of the average three-quarter enrollment, consistent with Supplemental Report Language adopted in previous years.

As with previous submittals, we are providing complete copies of the space analysis tables to Mr. Boilard in your office and to the Department of Finance for use in their analysis of the University's capital program. If you or members of the Joint Legislative Budget Committee wish a copy of the report, please let me know.

Sincerely,

Katherine N. Lapp
Executive Vice President

Enclosure

cc: Senator Wesley Chesbro,
Chair, Joint Legislative Budget Committee
Ms. Theresa Gunn, Department of Finance
Attn: Mr. Stan Hiuga (with enclosure)
Assistant Vice President Stephen Arditti, State Governmental Relations
Ms. Diane Boyer-Vine, Legislative Counsel
Mr. Steve Boilard, Legislative Analyst's Office (with enclosure)
Mr. Kevin Woolfork, California Postsecondary Education Commission (with enclosure)