

PM 2023–04

Thomas A. Parham, Ph.D.

August 24, 2023

UNIVERSITY SPACE ALLOCATION POLICY

The core mission of the university is teaching, learning, and discovery that facilitate student acquisition of knowledge and information. These activities are central to our educational enterprise. The California State University Board of Trustees is responsible for all CSU campus facilities under its scope, regardless of the source of construction or acquisition of funds. They have delegated the authority to manage California State University, Dominguez Hills' (CSUDH) campus facilities to the University President.

The physical facilities of CSUDH must be managed, maintained, and enable fulfillment of the university's core mission, vision, and values. Consequently, university space allocation is assigned based on the scope of the campus' operational, programmatic, and educational interests, with carrying forward the university's academic mission as its top priority. In that regard, students receive instruction and faculty can conduct research and engage in creative activity grounded in culturally sustainable practices. That priority also recognizes the reciprocal relationship between Academic Affairs and Student Affairs such that success in one domain is facilitated by success in the other, requiring consideration of space needs there as well.

University space will continue to be reviewed and assessed as our campus evolves in a post-pandemic reality, where hybrid and remote work schedules will prompt adjustments in space allocation, with priority going to work that requires an on-campus presence and front-facing services.

Based on campus assessments, decisions on university space utilization will determine the allocation and may be reassigned if campus needs or priorities change.

1.0 SCOPE

This policy applies to all buildings, land, physical facilities, and spaces occupied by all divisions, departments, and officially recognized off-campus satellite locations operated by CSUDH. Auxiliary owned and operated entities partner with CSUDH when space use and needs are reviewed, and any allocations and/or changes ultimately require presidential approval.

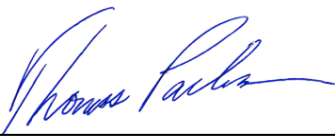
2.0 ADMINISTRATION

As identified in [PM 2022-06](#), the University Space Committee (USC), an administrative group of campus professionals reporting to the President, will review specific requests and proposals for space assignments and provide recommendations to the Executive Cabinet and ultimately the President. This policy applies to all areas and individuals seeking to allocate and utilize CSUDH

owned, controlled, and operated space. While space owned and managed by auxiliary enterprises is within the scope of their purview, recommendations of how the space is ultimately utilized should be done in partnership with campus entities and ultimately approved by the President.

3.0 PROCEDURES

Information on space requests, re-assignment of existing space, reporting space changes, and the approval process can be found at [University Space Committee \(csudh.edu\)](http://csudh.edu).

Approved:  _____ Date: 8/24/2023
Thomas A. Parham, Ph.D.
President