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February 27, 2019

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SUBJECT: WAYNE AND GLADYS VALLEY CENTER FOR VISION (BLOCK 33)
APPOINTMENT OF BUILDING GOVERNANCE COMMITTEE

I am writing to request your agreement to serve on the Wayne and Gladys Valley Center for Vision Building Governance Committee.

This Building Governance Committee is being formed to provide oversight and management decisions on items that affect the building as a whole, including but not limited to:

- Establish and modify protocols around building public areas (such as lobby, restrooms, meeting rooms, building security and access);
- Establish a building-wide communications plan;
- Establish building policies that would be applied to the floor level (such as digital display funding and management; building-wide print management services, security, level of personalization/branding allowed for workspaces at the department and individual level);
- Establish signature and wayfinding standards for the building;
- Validate Service Level Agreements with service providers and communicating them to building occupants;
- Develop shared cost policy communications; and
- Adjudicate issues that cannot be solved at the floor level.

Issues that cannot be solved at the floor level or with the representative Building Governance Committee member, would be taken to the Building Governance Committee as a whole.



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The Building Governance Committee will report to the Space Management Subcommittee. Any building-wide issue that cannot be solved by the Building Governance Committee would be adjudicated by the Space Management Subcommittee.

Your agreement to serve on this committee is appreciated. Thank you for undertaking this important responsibility.

DocuSigned by:

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Daniel H. Lowenstein, MD
Executive Vice Chancellor and Provost
Dr. Robert B. and Mrs. Ellinor Aird Professor of Neurology
Co-Chair, UCSF Space Management Subcommittee

cc: Director Cara Fladd
Senior Project Manager Patrick McGee
Space Projects Manager Adrian Miu
Manager Cristina Morrison
Associate Vice Chancellor Scott Muxen
Space and Operations Analyst Luis Vite
Vice Dean Bruce Wintroub
Associate Vice Chancellor Lori Yamauchi