Space is a very visible, fairly permanent, consistent and somewhat finite resource. Space creation is the University’s largest single capital investment. Created space obligates the University to significant, on-going operations and maintenance expenses. The University intends to manage space in a systematic, purposeful manner, designed to optimize the use of this resource and to advance the mission and strategic priorities of the University.

The Provost charges the Space Use Advisory Committee with developing policies, procedures and other recommendations concerning the use and renovation of space, the allocation of existing space, and planning for future allocation needs. The SUAC will make recommendations on all allocations of University space, including off-campus leased space.

The Space Use Advisory Committee will:

- Develop space management principles to provide a consistent framework to (1) allocate space, (2) plan for future space needs of the organization, and (3) manage Cornell space effectively and efficiently.
- Recommend a University process for reallocation of space and develop memorandum of understanding templates and procedures to engender trust and transparencies for space transactions.
- Revise Policy 2.7, Reporting the Use of Facilities.
- Update the Cornell space guidelines to reflect current best practices in higher education related to the size of spaces, utilization rates, and building/space type efficiencies.
- Develop procedures that require accountability to the Cornell space guidelines for capital projects that create new space or change use of existing space.
- Develop procedures that require units to update space plans during the annual capital plan development process.
- Develop standard reports to enhance transparency and consistency.
- Recommend improvements to the facilities inventory system and evolution toward a space management system.
- Provide advice and counsel to the director of Space Planning, the manager of Facilities Inventory and the manager of Indirect Cost and others with regard to interpretation of policies.
- Serve as the executive group for space utilization studies, to provide uniformity in approach and interpretation.
- Develop mechanisms to share best practices within Cornell, with academic peers and within professional organizations.