

Q: Given that clinical trials vary greatly in size, how did you generate a space metric for trialists -- especially in terms of clinic space?

A: (Stanford) We used our existing clinical trials building as a guide. Our Space Committee created new standards that were approved by the Chairs and Senior Leaders of the School.

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Q: When you as a leader seek data sources for master planning related questions, where do you turn first? What valuable AAMC / GIP sources are most frequently overlooked?

A: (Stanford) We first turned to our internal Institutional Planning group.

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Q: How do you categorize people who do research and clinical service? In your headcount information, do you prorate an individual by mission?

A: (Stanford) We recognize that our faculty are often a mix of phenotype. In our first version of the space master plan model, we prorated each individual faculty by a percentage of work effort in each phenotype. On the second version, we tested the difference between prorating and designating primary phenotype, and found there was not a significant enough difference in overall square footage need to justify the time it took to calculate the proration, so we are currently using the primary phenotype to calculate the overall need.

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Q For Stanford: The difference between department projects and historic data are staggering. Were these differences reviewed with the departments? If so, what was the reaction and do you think that future departmental forecasting will be more realistic?

A: (Stanford) The departments are aware that their projections are higher than historic. In our most recent version of the plan, the Dean's office modified that department projections and decreased projected need, and we used that number compared to the historic, which narrowed the gap even further. The departments will likely continue to project their best case optimistic projections, but using a range to predict need has been very helpful for us.

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Q: Who makes the planning assumptions on the data point that will be ultimately be used to keep the processes moving forward?

A: (Stanford) The departments provide updated faculty forecasts annually. The Office of Facilities Planning and Management is responsible for updating the model, and reviewing suggested changes for approval with the Faculty Space Committee.

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Q: How often have you all factored in for reassessment of your Master Plans considering there may be certain things that may come up beyond your control?

A: (Stanford) Our model enables us to evaluate options as often as needed (even daily) depending on changing needs.

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Q: If the presenters are comfortable with the request, could some of the spread sheets and tools be made available? I think they would be very helpful.

(note from AAMC – we are able to post your resources to the GIP website if you have any to share)

A: (Stanford) Yes.