

# Meeting Notes

<b>Project</b>	De Anza College Facilities Master Plan	<b>Project Number</b>	05.9733.000
<b>Meeting Location</b>	De Anza College	<b>Meeting Date and/or Time</b>	02.09.2016 3:00 - 4:00 PM
<input type="checkbox"/> <b>Via Telephone</b>	Plant Corp Yard Conf Rm 120		
<b>Meeting Subject</b>	Facilities MP Committee - Meeting 05	<b>Meeting Number</b>	05
		<b>File</b>	1MN
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<b>Present</b>	<p>FACILITIES COMMITTEE MEMBER</p> <p>Donna Jones-Dulin - AVP College Operations  Lester Lyons - District rep - Associate Director Facilities Planning  Alex Swanner - Faculty rep - Librarian  Lisa Markus - Faculty rep - Math Instructor - NOT PRESENT  Diana Martinez - Classified rep - Environmental Studies Technician  Paul Buxton - Classified rep - Lead Custodian  Chi Tran - Student rep</p> <p>INVITED GUESTS</p> <p>Susan Cheu - VP Finance and College Operations  Coleen Lee-Wheat - Dvision Dean, Physical Education and Athletics  Stacey Shears - Dean, Disability Support Programs and Services - NOT PRESENT  Patrick Gannon - Director, Campus Center, De Anza Food Services - NOT PRESENT  Mary Sullivan - Director, Health Education &amp; Wellness  Joe Cooke - Grounds Supervisor  Manny DaSilva - Custodial Manager  Daniel Acosta - Assistant Chief of Police  Moaty Fayek - Division Dean, Business, Computer Science &amp; Applied Technology  John Walton - Auto Tech Instructor</p> <p>GENSLER</p> <p>Deborah Shepley  Kristi Loui</p>
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<b>Distribution</b>	Those present		
<b>Prepared by</b>	Deborah Shepley Kristi Loui	<b>Date Issued</b>	02.17.2016

Gensler will rely on these notes as the approved record of matters discussed and conclusions reached during this meeting unless written notice to the contrary is received by Gensler within seven calendar days of the issue date of these meeting notes.

Discussion	Action / Decisions Pending / Follow up
<p><b>PROJECT STATUS</b></p> <p>Step 3: <b>Explore</b>, the planning team has developed some preliminary recommendations and will evaluate them with the committee for further development</p> <ul style="list-style-type: none"> <li>- District Sustainability Workshop – March 8, 1:30p-4:30p De Anza College, Collaboration Room in DeHart Library</li> <li>- No March Committee meeting</li> <li>- April 12<sup>th</sup> Committee meeting (review FMP recommendations)</li> <li>- College Council meeting – Thur May 12</li> <li>- Board Meeting, May June 13</li> </ul>	<p>Planning team to coordinate Sustainability Workshop with District, FH + DA</p> <p>Susan Cheu to coordinate College Council and Board Meetings</p>

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Discussion	Action / Decisions Pending / Follow up
<p><b>FACILITIES PLANNING PRINCIPLES</b></p> <ul style="list-style-type: none"> <li>• Planning team reviewed the draft set of facilities planning principles with the committee, including:             <ul style="list-style-type: none"> <li>• Measures of Success                 <ul style="list-style-type: none"> <li>○ Defined in the initial Committee Meetings of this FMP process</li> </ul> </li> <li>• Previous Facilities Master Plans                 <ul style="list-style-type: none"> <li>○ 1999 FH-DA Community College District FMP</li> <li>○ 2011-2016 De Anza College Facilities Master Plan</li> </ul> </li> <li>• Educational Master Plan (2015-2020)                 <ul style="list-style-type: none"> <li>○ Emphasize these core values:                     <ul style="list-style-type: none"> <li>▪ Innovation</li> <li>▪ Human Capacity</li> </ul> </li> </ul> </li> <li>• Under <b>Student Achievement</b>, an addition was made                 <ul style="list-style-type: none"> <li>- Support faculty + staff collaboration</li> </ul> </li> <li>• A note to further develop the <b>Resource Stewardship</b> category of principles was made, following the Sustainability Workshop</li> <li>• <b>Equity</b> is an integral part of the Educational Plan and should be included in the planning principles                 <ul style="list-style-type: none"> <li>- Update to include as an overarching planning principle</li> </ul> </li> </ul> <p><b>PRELIMINARY RECOMMENDATIONS</b></p> <ul style="list-style-type: none"> <li>• The planning team presented a series of Preliminary Recommendations, based on educational planning data, committee discussion, and previous facilities master plans:</li> <li>• <b>Recommended Demolition:</b> <ul style="list-style-type: none"> <li>- A Quad</li> <li>- Flint Center</li> <li>- L4/L5</li> </ul> </li> <li>• <b>Recommended New Construction:</b> <ul style="list-style-type: none"> <li>- New Northern Gateway                     <ul style="list-style-type: none"> <li>▪ Student Services Expansion + Consolidation</li> <li>▪ Fine Arts Facilities (replace + expand A Quad functions)</li> </ul> </li> <li>- New Eastern Gateway                     <ul style="list-style-type: none"> <li>▪ New instructional building (replace L4/L5)</li> </ul> </li> </ul> </li> <li>• <b>Recommended Renovation + Repurposing:</b> <ul style="list-style-type: none"> <li>- Consolidate Student Services into campus gateway buildings                     <ul style="list-style-type: none"> <li>▪ Repurpose vacated space to address other program needs</li> </ul> </li> <li>- Renovate/Replace Athletic facilities to address program needs</li> <li>- Improve Auto Tech facilities + yard space</li> </ul> </li> <li>• <b>Additional Recommendations:</b> <ul style="list-style-type: none"> <li>- Incorporate landscape + signage improvements</li> <li>- Identify sustainability project opportunities</li> </ul> </li> <li>• <b>Parking forecast (10-year horizon):</b> <ul style="list-style-type: none"> <li>- 1:5 parking ratio is typically used in areas with no access to public transportation</li> <li>- De Anza’s urban location would more typically have a 1:6 parking ratio</li> </ul> </li> </ul> </li></ul>	<p>Planning Team to add Equity to principles as an overarching principle</p>

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**Discussion**

- Current parking total provides ample parking for the Master Plan forecasted enrollment

PARKING	
<b>Current Enrollment</b>	23,212
<b>Master Plan Forecast</b>	26,000
<b>Typical Ratio</b>	1 space : 5 enr.
<b>Master Plan Need</b>	5,200 spaces
<b>CURRENT TOTAL</b>	5,621 spaces
	400+ surplus

**DISCUSSION:**

- Architectural design of new facilities should reflect “new look” like VPAC, MLC + Kirsch versus original look of “Spanish Mission Revival”
- New facilities should face out to community to open up campus
- Incorporate elements of original campus in a modern way
- Proposed North Gateway:
  - Presents an opportunity to create a new face/entryway to campus
  - Replaces A Buildings which are not serving the arts well
  - Provides additional space to expand and consolidate student services as an extension of the existing building
- Potential Phasing:
  1. Demo Flint \*
  2. Construct new A Building(s)
  3. Demo A Quad
  4. Construct new Student Services Center Expansion
  5. Vacate spaces around campus and renovate for other uses  
 \* *Demolition of the Flint Center has not been approved and would be needed to support this recommendation*
- L Quad Development
  - Existing buildings are not an efficient use of land
  - Aging facilities warrant renovation or replacement
  - Selective demolition is practical and provides an opportunity to densify land use
  - L4/L5 are identified as buildings with the most issues
    - Faculty offices + tiered classrooms have accessibility issues
    - New instructional space is needed to support program needs
    - Larger classrooms are needed
  - The quad feeling is important to the original campus design – do not lose
  - A new building on the east side of campus provides an opportunity to create an east gateway and portal to the campus core
  - A 2-story structure will densify and maximize land use
  - Development could include the elimination of a smoking area
- Proposed Location for Campus Police:
  - North side location provides an opportunity for secured parking and campus access, in addition to a highly visible police presence.

**Action / Decisions Pending / Follow up**

Planning team and De Anza to confirm decision regarding Flint Center.

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<ul style="list-style-type: none"> <li>○ New L Quad Bulding: could be sized to accommodate police.</li> <li>○ Consider creating a separate building for police on the east side.</li> <li>○ East side location provides good proximity to Stelling parking structure and campus access roads.                             <ul style="list-style-type: none"> <li>- Concern about having a dedicated and secured parking area.</li> </ul> </li> <li>○ Most desirable would be to have connections with these three areas:                             <ul style="list-style-type: none"> <li>▪ Police (≥1000 sf)</li> <li>▪ Health Services (≥1100 sf)</li> <li>▪ Psych Services (just approved to move into SCC)</li> </ul> </li> <li>● Physical Education requested improvements:                             <ul style="list-style-type: none"> <li>- Renovate and/or expand facilities for                                     <ul style="list-style-type: none"> <li>▪ Locker rooms</li> <li>▪ Team rooms</li> <li>▪ Meeting rooms</li> <li>▪ Gyms</li> <li>▪ Additional classrooms</li> </ul> </li> </ul> </li> <li>● Auto Tech                             <ul style="list-style-type: none"> <li>- Requested improvements                                     <ul style="list-style-type: none"> <li>▪ Shift north fence north ~12' to create more room for instruction</li> <li>▪ Remove bisecting fence</li> <li>▪ Maximize space for instructional utilization</li> <li>▪ Replace storage with instructional space</li> </ul> </li> </ul> </li> <li>● Additional comments                             <ul style="list-style-type: none"> <li>○ Importance of consolidating student services                                     <ul style="list-style-type: none"> <li>- to improve access and operational efficiencies</li> </ul> </li> <li>○ Need more efficient classroom space</li> <li>○ Request for hand driers in bathrooms</li> <li>○ Provide neutral gender bathrooms in each new facility                                     <ul style="list-style-type: none"> <li>- Part of Equity planning principles to consider and plan for a diverse college + community population</li> </ul> </li> </ul> </li> </ul>	
<p><b>NEXT STEPS</b></p> <ul style="list-style-type: none"> <li>● <b>SUSTAINABILITY WORKSHOP</b>  <b>Tuesday March 8, 1:30-4:30</b>                      Collaboration Room in DeHart Library</li> <li>● <b>COMMITTEE MEETING #06</b>  <b>Tuesday April 12, 2016, 3:00-4:00p</b>                      Plant Corp Yard, Conference Room 120                             <ul style="list-style-type: none"> <li>- Review Draft Master Plan Recommendations</li> </ul> </li> </ul>	