

Meeting Notes

Project	Foothill College Facilities Master Plan	Project Number	05.9725.000
Meeting Location <input type="checkbox"/> Via Telephone	Foothill College, Conference Room, FH 5971	Meeting Date and/or Time	04.12.2016 1:00-2:30 PM
Meeting Subject	Facilities MP Committee - Meeting 06	Meeting Number	05
		File	1MN
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Present	Kimberlee Messina/FH (Interim President) - NOT PRESENT Bernata Slater/FH (VP Admin + Finance) Kurt Hueg/FH (VP Instruction + Institutional Research) Judy Baker/FH (Dean Online Learning) - NOT PRESENT Art Heinrich/FHDA (Bond Program) - NOT PRESENT Brenda Davis Visas/FH (Facilities + Special Projects) David Ulate/FHDA (Exec. Dir. Institutional Research + Planning) - NOT PRESENT Jose Nava/FH (Instructor Business) - NOT PRESENT Dolores Davison/FH (Instructor History) Neil Chang/FH (Mobility Assistant) Crystal Lee/FH (Student Representative) - NOT PRESENT Kai Chang/FH (Assessment Specialist) Denise Swett/FH (VP Student Services) - NOT PRESENT Dawn Giradelli/FH (Dean Middlefield Campus) Andrew Lamanque/FH (Assoc. VP Instruction + Institutional Research) Steven Kitchen/FHDA (District Exec. Dir. Facilities + Operations) Daphne Small/FH (Dir. Student Activities) - NOT PRESENT Deborah Shepley/Gensler (Director Higher Education) Kristi Loui/Gensler (Planner)
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Distribution	Those present
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Prepared by	Deborah Shepley Kristi Loui	Date Issued	04.17.2016
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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 PROJECT STATUS The process and timeline was reviewed. The project is on schedule and is currently in Step 4: Recommend + Share . The preliminary recommendations have been evaluated and recommendations will be shared with other groups following this meeting. <ul style="list-style-type: none">- Senior Staff- PaRC meeting- Board Meeting, August 2016	Action / Decisions Pending / Follow up Planning team to confirm future meeting dates with Bernata
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Discussion	Action / Decisions Pending / Follow up
<ul style="list-style-type: none"> • Planning team reviewed the draft facilities master plan recommendations with the committee, including: • Document Organization (for district wide FMP) <ol style="list-style-type: none"> 1. Foothill – De Anza CCD <ul style="list-style-type: none"> ▪ Facilities Planning Principles ▪ Sustainability 2. Foothill College <ul style="list-style-type: none"> ▪ Analysis ▪ Recommendations 3. De Anza College <ul style="list-style-type: none"> ▪ Analysis ▪ Recommendations 4. District Services <ul style="list-style-type: none"> ▪ Analysis ▪ Recommendations • Sustainability Workshop <ul style="list-style-type: none"> ○ Summary of sustainability workshop held on March 8, 2016. <ul style="list-style-type: none"> ▪ District statistics ▪ Priorities ○ Draft Sustainability Principles – 6 focus areas: <ul style="list-style-type: none"> ▪ Energy ▪ Water ▪ Health ▪ Educate ▪ Monitor ▪ Recycle • Foothill College Existing Conditions <ul style="list-style-type: none"> ○ Planning team presented a review of the existing conditions analysis: ○ Campus Context <ul style="list-style-type: none"> ▪ Road Network ▪ Transit Access ▪ Bike Access ○ Campus Plan <ul style="list-style-type: none"> ▪ Existing Facilities ▪ Development History ▪ Zoning ▪ Vehicular Access ▪ Vehicular Circulation + Parking ▪ Pedestrian Access • Facilities Planning Principles <ul style="list-style-type: none"> ○ Updated set of principles reviewed with group • Recommendations 	<p>Planning team will write the draft narrative and review with committee, timing TBD</p> <p>Foothill College section of document will include Sunnyvale Center</p> <p>Planning team to include existing Emergency Vehicle Access Plan</p> <p>Planning team to review wording as discussed with committee, and revise accordingly</p> <p>Planning team to reference Technology Master Plan at college and district levels</p>

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Discussion	Action / Decisions Pending / Follow up
<ul style="list-style-type: none"> - Centralize Student Support Services <ul style="list-style-type: none"> o Shift non-student focused spaces to lower campus (building 8100-8300) o Relocate core student support services to center of upper campus (renovated or new construction building 1900) o Committee comments: <ul style="list-style-type: none"> ▪ Currently, there are no multi-story buildings in central campus ▪ Design of new building 1900 should be in coordination and reconcile with design intent of original architecture ▪ The campus needs a true student lounge – could this be in the Student Center ▪ Potential options for building 1900: <ul style="list-style-type: none"> • Keep existing building, renovate + re-purpose (committee preference) • New construction 2-story L- building • New construction, maximize 1-story on existing footprint ▪ Potential scenario: <ul style="list-style-type: none"> • 8100-8300: first contact student services • New 1900: ongoing student services ▪ Feasibility Study needed for further exploration <ul style="list-style-type: none"> • The FMP will recommend that a feasibility study be done to determine best direction - Improve Campus Connectivity – safer and more accessible <ul style="list-style-type: none"> o Improve access from new district office to the center of campus <ul style="list-style-type: none"> ▪ Coordinate pedestrian connection through district office parking lot to existing campus sidewalks and elevators o Improve connection between upper and lower campus <ul style="list-style-type: none"> ▪ Higher visibility for signage and wayfinding to existing elevators and vertical circulation o Improve pedestrian crossings at Lots 2+3 <ul style="list-style-type: none"> ▪ Options <ul style="list-style-type: none"> • Textured paving • Speed humps (committee preference) • Rumble strips <ul style="list-style-type: none"> o Should be bicycle and motorcycle friendly o Further study needed - Site Recommendations <ul style="list-style-type: none"> o Open Space Improvements <ul style="list-style-type: none"> ▪ Create identifiable outdoor courts ▪ Develop flexible areas for collaboration ▪ Frame views, where appropriate ▪ Provide seating and shade ▪ Utilize plants that are drought-tolerant, native, and/or climate-appropriate species 	<p>Planning team to revise student services shift, based on committee comments</p>

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Discussion	Action / Decisions Pending / Follow up
<ul style="list-style-type: none"> ○ Connectivity Improvements <ul style="list-style-type: none"> ▪ Improve pedestrian and bike access/pathways ▪ Develop safe bike/pedestrian crossings ▪ Clarify vehicle and pedestrian separation ▪ Link all areas of campus ▪ Maintain access for emergency and service vehicles ▪ Improve signage and wayfinding - Foothill College Sunnyvale Center <ul style="list-style-type: none"> ○ Phase 1 – in design ○ Phase 2 – planned new facility + potential parking structure <p>NEXT STEPS</p> <ul style="list-style-type: none"> • Documentation + Reviews • Presentations + Approvals <ul style="list-style-type: none"> - PaRC – May 4, 2016 - Board of Trustees – will shift to August 2016 	<p style="text-align: center; vertical-align: middle;">GENSLER to present - DONE</p>