

AGENDA
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES STUDY SESSION
July 13, 2011, 6:00 p.m.
District Office Board Room
3401 CSM Drive, San Mateo, CA 94402

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes public discussion.

- *The public's comments on agenda items will be taken at the time the item is discussed by the Board.*
 - *To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items;" at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*
 - *If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements should be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401CSM Drive, San Mateo, CA 94402.*
 - *Persons with disabilities who require auxiliary aids or services will be provided such aids with a three day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*
 - *Regular Board meetings are tape recorded; tapes are kept for one month.*
 - *Government Code §54957.5 states that public records relating to any item on the open session agenda for a regular board meeting should be made available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to the members of the Board. The Board has designated the Chancellor's Office at 3401 CSM Drive for the purpose of making those public records available for later inspection; members of the public should call 650-358-6753 to arrange a time for such inspection.*
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6:00 p.m. **ROLL CALL**

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

11-7-1 [Minutes of the Board Meeting of June 22, 2011](#)

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

11-7-1A [Approval of Personnel Actions: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel](#)

Other Recommendations

11-7-100B [Authorization to Augment the Design-Build Contract with McCarthy Building Companies, Inc.](#)

11-7-101B [Approval of 2013-2017 Five-Year Capital Construction Plan](#)

INFORMATION REPORTS

11-7-1C [Update on 2011 Facilities Master Plan](#)

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
 - A. Public Employment: Cañada College – Workforce Development Specialist, Business, Workforce & Athletics; College of San Mateo – Instructional Aide (Communications Lab), Language Arts; District Office – IT Support Technician II, Information Technology Services (ITS)
 - B. Public Employee Discipline, Dismissal, Release
 - C. Public Employee Performance Evaluation – Chancellor
2. Conference with Labor Negotiator
Agency Negotiator: Harry Joel
Employee Organizations: AFT, AFSCME and CSEA
3. Conference with Legal Counsel – Existing Litigation – 2 Cases
 - a. Friends of the College of San Mateo Garden v. San Mateo County Community College District et al. (Case # 506455)
 - b. Citizens for a Green San Mateo v. San Mateo County Community College District et al. (Case # CIV506800)

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

**Minutes of the Regular Meeting of the Board of Trustees
San Mateo County Community College District
June 22, 2011, San Mateo, CA**

The meeting was called to order at 6:07 p.m.

Board Members Present: President Richard Holober, Vice President-Clerk Dave Mandelkern, Trustees Helen Hausman, Patricia Miljanich, Karen Schwarz

Student Trustee Jointer was not in attendance due to a class conflict.

Others Present: Chancellor Ron Galatolo, Executive Vice Chancellor Jim Keller, Skyline College Vice President of Instruction Mike Williamson, College of San Mateo President Michael Claire, Cañada College President Tom Mohr, District Academic Senate President Diana Bennett

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the minutes of the meeting of June 8, 2011. Trustee Schwarz asked that the minutes be amended to show that she abstained from approval of the minutes of the May 16, 2011 meeting as she was not present at that meeting. The motion, as amended, carried, all members voting "Aye."

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

Chancellor Galatolo thanked President Mohr, who is retiring as President of Cañada College, for his tremendous service. Chancellor Galatolo said President Mohr has been an advocate and leader for both Cañada and the District as a whole. President Mohr said he has observed how the Board of Trustees takes care of the District and its students. and works together in an extraordinary partnership with the Chancellor. He said it is the most fully functioning and caring board he has seen and it has been a privilege for him to work for this Board. He said he admires how the Board has worked with the public to rebuild the District and has carried this out in the midst of economic turmoil. President Mohr said Chancellor Galatolo is the most brilliant leader he has seen; he has kept the District in a good state of health and looking forward.

President Mohr thanked District staff, including Barbara Christensen, Jose Nuñez, Kathy Blackwood, Tom Bauer and Frank Vaskelis, who respond immediately and resolve problems whenever possible.

President Mohr said Cañada College is a treasure, serving a wide range of students and changing lives. Faculty and staff truly care about their students and the College has a reputation for quality of instruction and support. The administrative team is strong and can resolve almost any problem put before them. President Mohr said it has been a great pleasure serving as President and he will be forever grateful for the opportunity given to him. Chancellor Galatolo once again thanked President Mohr for his service and said that, as a friend and colleague, he will be sorely missed.

President Mohr introduced Kim Lopez, the new Dean of Enrollment Services at Cañada College.

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Jacqueline Smith, a Digital Arts student at College of San Mateo, said the potential sale of KCSM-TV concerns her. Ms. Smith attended College of San Mateo in the 1970s and came back when she was laid off from her job. With encouragement from Digital Media Professor Michelle Brown, she and other students wrote and produced several segments of "The Bay Today," a show which has been seen by millions of people. In the process, the students gained saleable skills. Ms. Smith said all of the campuses benefit from the presence of KCSM-TV and asked the Board to consider the students' voices when making their decision on the station.

NEW BUSINESS**APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (11-6-2A)**

It was moved by Trustee Schwarz and seconded by Trustee Hausman to approve the actions in Board Report No. 11-6-2A. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA

President Holober said the Consent Agenda consists of the following reports:

11-6-1CA	Acceptance of Gifts by the District
11-6-2CA	Ratification of March and April 2011 District Warrants
11-6-3CA	Adoption of Resolution No. 11-8 Establishing 2011-12 Budget Limits
11-6-4CA	Renewal of Agreement with County of San Mateo for Legal Services
11-6-5CA	Approval of Voluntary International Student Insurance Program, 2011-12
11-6-6CA	Renewal of Agreements with American Institute for Foreign Study (AIFS), 2011-12

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve all items on the Consent Agenda. The motion carried, all members voting "Aye."

Other Recommendations**CURRICULAR ADDITIONS AND DELETIONS – CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (11-6-2B)**

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the additions and deletions as detailed in the report. Vice President Mandelkern said the Board's stated objective is to promote courses that are oriented toward transfer, career training, and basic skills. He questioned why courses which do not seem to fit into any of these categories are being added, such as courses in horticulture at College of San Mateo. He also noted that distance education courses in horticulture are being proposed and he questioned how this can be done without the use of greenhouses. Susan Estes, Vice President of Instruction at College of San Mateo, said the horticulture courses are deliberately designed to help students who are currently enrolled in the system to complete their courses in the 2011-12 academic year in anticipation of the possible discontinuation of the horticulture program. The offering of these courses will meet Title 5 regulations and Accreditation Commission for Community and Junior Colleges (ACCJC) standards. It is anticipated that the courses will be offered for only one year. President Holober said that if there is a recommendation to discontinue the horticulture program, and that recommendation is approved by the Board, he trusts that counseling will be available to explain to students what the future holds so that they do not embark on a program of study with a false sense of where the department is headed. President Claire said he is hoping that program recommendations will be brought to the Board in July, which would allow enough time to counsel students about programs that will no longer exist.

Vice President Mandelkern questioned the addition of the Television Producing Option in the Digital Media program, given the current Board discussions regarding KCSM-TV. President Claire said the Digital Media program has been completely redesigned. He said the broadcasting arm will not go away even if the station is sold and this course will be required with or without the presence of KCSM-TV.

After this discussion, the motion carried, all members voting "Aye."

ANNUAL REVIEW AND APPROVAL OF INSTRUCTIONAL MATERIAL FEES (11-6-3B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the fees as detailed in the report. Vice President Mandelkern said that, in light of recent news articles, he wants to verify that the District charges only for materials that students are allowed to retain and is not charging for materials to which students have only limited-time access. Chancellor Galatolo said the District has a clear understanding of the Education Code and Title 5 requirements and Chief Financial Officer Kathy Blackwood makes sure the requirements are enforced. Ms. Blackwood said the District does not consider access to online course material as an instructional material fee; this is the issue that was the subject of news reports at another college. After this discussion, the motion carried, all members voting "Aye."

RATIFICATION OF SUBSTANTIVE CHANGE PROPOSAL: “SAN MATEO PROGRAM” AT TIANHUA COLLEGE SHANGHAI NORMAL UNIVERSITY IN SHANGHAI, CHINA (11-6-4B)

It was moved by Trustee Schwarz and seconded by Trustee Hausman to ratify the Substantive Change Proposal as detailed in the report. Robin Richards, Vice President of Student Services at Cañada College, said that a “change in location” of courses is one of the criteria used by the ACCJC to determine whether a Substantive Change Proposal is required. On May 25, ACCJC confirmed that this criterion applies to the proposed program. The Substantive Change Proposal was hand delivered to the ACCJC by the June 3rd deadline. The Proposal will be reviewed by the Committee on Substantive Change and the Committee will provide feedback in July.

Trustee Schwarz complimented all who worked on the proposal, particularly considering the brief timeframe in which it had to be completed.

Trustee Hausman asked if the Chinese students coming to Cañada College will be tested in English. Vice President Richards said they will be tested in China prior to becoming eligible to participate in the program. Cañada students studying in Tianhua will have the opportunity to take either Cañada College’s or Tianhua College’s courses in Chinese. Trustee Hausman said this will be a wonderful opportunity for students from both Cañada and Tianhua. Trustee Miljanich agreed that the program will offer exciting opportunities.

Vice President Mandelkern said that at some point, there is a need to discuss the totality of the program and whether it makes sense. He said the District is still in a difficult budget situation and is being forced to make cuts to programs locally. He is concerned that the budget estimates show a contribution of approximately \$250,000 from Cañada College’s general fund for the startup of the program. Vice President Mandelkern said he understands the expectation that this money will be recouped and that the purpose of the program is to enroll more international students who will pay higher tuition and this will help pay for classes locally. He wants to make sure that the focus remains on this payback to the District in as short a time as possible. He said the District’s primary mission is the education of students in San Mateo County and he wants to make sure that revenue from this program would actually meet the goal of providing sections and seats for these students. Trustee Hausman said it was her impression during earlier discussions that financial viability was a given. Chancellor Galatolo said this issue is pivotal. He said the goal is to increase revenue which would allow for the increase in the number of domestic sections, thereby reducing the District’s reliance on State funding.

Vice President Mandelkern noted that part of the program plan is that Cañada College faculty would reside and teach in China. He asked if this appears to be an attractive proposition to faculty. President Mohr said that two meetings have been held with faculty representatives. Faculty are generally in favor of the idea but there are issues to be resolved around seniority, assignment and method of selection.

Vice President Mandelkern said that, if the Board approves this recommendation tonight, there are still more steps before the actual program will be approved. President Mohr said this is correct and that the first classes would not take place until fall of 2012. Chancellor Galatolo added that the only agreement in place currently is the agreement to plan. Trustee Miljanich said that much time and energy has been invested in the plan and it is hoped that the program will become a reality.

After this discussion, the motion carried, all members voting “Aye.”

APPROVAL OF COMMUNITY SERVICES CLASSES, FALL/WINTER 2011 – CAÑADA COLLEGE, COLLEGE OF SAN MATEO AND SKYLINE COLLEGE (11-6-5B)

It was moved by Trustee Hausman and seconded by Trustee Schwarz to approve the classes as detailed in the report. Vice President Mandelkern asked about the progress of moving classes that were eliminated into the Community Education program, as previously discussed. Lily Lau, Director of Community Education, said Community Education has been working with the three Colleges, has transferred some courses, and is continuing the attempt to create accessibility. After this discussion, the motion carried, all members voting “Aye.”

APPROVAL OF REVISIONS TO DISTRICT RULES AND REGULATIONS: CHAPTER 5 – FOUR POLICIES; CHAPTER 7 – FOUR POLICIES (11-6-101B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the revisions as detailed in the report. Regarding Policy 7.73, President Holober said he is concerned that timelines are not specified for each step in the grievance and appeal procedure. He said the policy specifies timelines on the part of students and should include timelines for all other involved parties as well. Jennifer Hughes, Vice President of Student Services at College of San

Mateo, said that timelines are provided in the College catalogs and in procedures at the College level and are the same at all of the Colleges. She said that the Accreditation Commission for Junior and Community Colleges (ACCJC) recommends that policies and procedures be separated. Chancellor Galatolo said the policy should contain either no specific timelines or should have timelines for all concerned parties. The Board agreed to remove the policy from consideration, to be modified and brought back to the Board at a later date.

Regarding Policy 7.61, Vice President Mandelkern said there was an issue at College of San Mateo concerning whether the exercise of authority by the student body president to allow or veto funds for activities was in conflict with the antidiscrimination section in Policy 7.60. Vice President Hughes said the student body president did veto requests for funding from two clubs. In accordance with the Constitution and Bylaws of the Associated Students, the president's veto appeared on a subsequent agenda for a Student Senate meeting for the Senate to reconsider. In this case, the Senate decided to override the president's vetoes. Vice President Hughes said her understanding is that the president's objection was to the amount of money being requested for the activities rather than the nature of the clubs; therefore, there was no violation of antidiscrimination rules. After this discussion, the motion to approve the revisions to all policies except Policy 7.73 carried, all members voting "Aye."

APPROVAL TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH STRATA INFORMATION GROUP (11-6-102B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the amendment as detailed in the report. The motion carried, all members voting "Aye."

APPROVAL TO EXECUTE AN AGREEMENT WITH A THIRD PARTY SUPPLIER FOR PURCHASE OF NATURAL GAS – DISTRICTWIDE (11-6-103B)

It was moved by Trustee Miljanich and seconded by Vice President Mandelkern to approve the agreement as detailed in the report. The motion carried, all members voting "Aye."

APPROVAL OF AGREEMENT TOLLING STATUTE OF LIMITATIONS WITH CITIZENS FOR A GREEN SAN MATEO (11-6-104B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the agreement as detailed in the report. Barbara Christensen said the board report and attached mitigation measures are self-explanatory. She said staff have met with residents multiple times and have conducted home visits and campus tours, but no agreement has been reached on what would be appropriate mitigations. There is a time limit within which the residents can bring a legal action against the District and the tolling agreement would allow more time to continue to seek a resolution.

Trustee Miljanich questioned why an agreement has not been possible. She said the District, led by Ms. Christensen, has been successful in the past in working with neighbors in various locations throughout the District. For example, staff was very successful in working with neighbors of the Cañada Vista housing project. She asked what approach is being taken in this case and if there seem to be unreasonable expectations. Ms. Christensen said that different neighbors are affected differently and each of the neighbors has different expectations; and some neighbors are more reasonable than others. Some neighbors would like the District to plant 30-foot trees but this is not possible. The arborist retained by the District concluded that the ground condition is such that planting large trees would not be successful. The professional advice provided to the District is not satisfactory to some neighbors.

Trustee Miljanich asked about the potential fire hazard presented by the trees that have been removed. Ms. Christensen said that 48% of the removal was because of wild fire management and 30% because the trees were diseased or dying. She said that no tree maintenance had been done for many years and the District is attempting to "catch up" on deferred maintenance and improve the campus environment.

Vice President Mandelkern said he is a resident of Hillsborough and is sensitive to residents' concerns. He said the District has a responsibility as a property owner to ensure the safety of the general population and fire hazard is a major concern. Vice President Mandelkern said one issue raised by the neighbors is the lights associated with Building 10. He said this issue is unrelated to the trees and it seems that different issues are being mixed together. He said he does not believe that all of the concerns of the community can be addressed in one package.

Vice President Mandelkern noted that the District has a good track record of mitigating concerns of neighbors. He said the list of mitigations is extensive and asked if the District and neighbors are moving toward a resolution or if they are at an impasse. Ms. Christensen said the mitigations listed in the attachment to the report are what the District is prepared to

offer. She said unknown issues may arise after the project is finished and the District will be willing to address any new concerns at that time.

Tav Rotondale, a member of the Citizens for a Green San Mateo group, said that more than 200 mature trees have been removed; some were removed only to enhance views, including mature oak trees. He said the entire project includes the removal of at least 300 trees and the general intent is to remove all eucalyptus trees on campus, which would be on the order of 800 trees. He said redwood trees are the most fire resistant, grow fast and are beautiful. He added that a drip system is sufficient to maintain redwoods. Oak trees, as proposed by the District, grow very slowly; meanwhile, neighbors are forced to look up at hundreds of lights. Mr. Rotondale said it is not true that some neighbors are unreasonable; they are trying to remain non-adversarial and bring creative solutions to the problem. He said they have spoken with arborists who believe clearing brush and trimming branches is sometimes sufficient in terms of removing the fire hazard. Mr. Rotondale added that “replacement” trees that are not planted in the same spot as those that were removed are not really replacements and do not come near providing a solution.

Trustee Miljanich said that, with all due respect, it is difficult to hear someone state that the reports, background information and advice being received by the Board should somehow be discounted. She said this indicates to her that an agreement is not close. She does not believe the allegation that the District does not know what it is doing and is not doing what it said it would; this has not been her experience with this District in the past. She said she is inclined to vote against the tolling agreement.

Trustee Schwarz said she respects the right of people to express their concerns and try to correct problems. However, this dialog has been occurring since February and seems to go on and on, with new concerns being added. Trustee Schwarz said she was told by an arborist that the only effective way to handle eucalyptus trees is to remove them and this is the direction the District was going in terms of fire safety. She said that the District has made concessions on lighting and is open to discussing other concerns that may arise after the project is completed. Therefore, she is inclined to vote against the tolling agreement.

Vice President Mandelkern thanked Mr. Rotondale for expressing his concerns. He asked for clarification on the comment that trees were being removed for the purpose of creating views. Ms. Christensen said 11% of the trees removed were removed for the purpose of opening vistas, particularly in the area where the “overlook” is to be constructed as part of the North Gateways project. Chancellor Galatolo said no oak trees were removed. He said the District is attempting to return the area to its indigenous state and neither eucalyptus nor redwood trees are native. He said it is important to know that the District has listened to ideas brought by the neighbors, resulting in some modifications to the plan, including the addition of a greenbelt and turning off of lights in the outer parking lot after the first few weeks of classes each term. Chancellor Galatolo said the District’s objective is to be friendly neighbors while also being attentive to students’ needs. Trustee Schwarz agreed, stating that the safety of students is the primary concern.

Trustee Miljanich said that, based on past experience, she is confident that the District will do everything it reasonably can to mitigate the impact on neighbors. She said it does not make sense to her to extend the time to have these conversations. Trustee Miljanich said she believes sufficient time has been given and that the District must rely on the broad and fair range of expert opinions.

President Holoher asked if the list of mitigations on the attachment to the board report has been offered by the District and has been presented to the group of residents. Ms. Christensen said it has, and has been modified several times in response to neighbors’ input. President Holoher asked if the District will be bound by this list of mitigation measures if the issue ends up in litigation. Ms. Christensen said it will not. President Holoher noted that, theoretically, a judge could grant the neighbors more or less than is on the list. Chancellor Galatolo added that no mitigation measures or agreements would go into effect unless approved by the Board.

Trustee Hausman asked what position the District will be in if the tolling agreement is not approved. President Holoher said that Citizens for a Green San Mateo might file a lawsuit against the District before the legal time to sue runs out. Vice President Mandelkern asked what the cost would be for the proposed mitigations offered by the District. Ms. Christensen said it would cost \$60,000-\$75,000 to purchase, plant and irrigate the trees that are proposed. These trees would need irrigation only for a short time; redwood trees, however, would require long-term irrigation. Vice President Mandelkern asked if water lines for irrigation are in place. Ms. Christensen said there are very old, underground lines that may or may not be viable. Trustee Schwarz asked about the cost of staff time beyond the original budget. Ms.

Christensen estimated that 70 to 100 hours of staff time have been involved. Vice Chancellor Nuñez added that there have also been additional costs for the arborist and other consultants, totaling more than \$65,000.

Vice President Mandelkern said there are generally two main reasons to use a tolling agreement: (1) there is movement toward finding satisfactory middle ground, or (2) external events are occurring which will impact the discussions. In either case, there is agreement that a tolling agreement would be beneficial. He said he does not sense that the rationale is being met in this case. He said that a competent team, led by Ms. Christensen, has tried to reach an agreement. They have been successful in the past in doing so, and it concerns him that in this case the efforts have not been successful.

Trustee Miljanich said the District will continue to work to improve situations to the extent possible and reasonable, but the Board must always be mindful to spend the public's money responsibly.

After this discussion, the motion to approve the agreement tolling the statute of limitations failed, all members voting "No."

EDISON PARKING LOT DESIGN-BUILD PROJECT (11-6-105B)

Linda da Silva, Executive Director of Construction Planning, said this is a proposal to demolish Building 20, the greenhouse and lath house at College of San Mateo and construct a parking lot with gardens to the north, south and west. On May 15, a Request for Proposal (RFP) was issued to four design-builders. Subsequently, confidential meetings were held with the design-builders; this is standard operating procedure and allows the opportunity for the design-builders to ask questions, tour the sites and receive insight from District staff.

The RFP included a landscape program which was developed by Lin Bowie in the Horticulture Department and Dr. Tania Beliz in the Biology Department at College of San Mateo. The program would create eight ecosystem zones on the sloped area. Ms. Bowie and Dr. Beliz also provided a description of the species that would be included in each ecosystem and in the north garden area. This landscape program would provide an enhanced, rehabilitated landscape to support the learning environment.

Four proposals were received on June 13. All of the proposals were very comprehensive. Ms. da Silva exhibited graphics showing some of the areas as they currently exist, along with illustrations of proposed changes from the design-builders. She displayed a graphic showing one of the design-builder's design superimposed on the existing area. This illustrated that there would not be as great a loss of landscaped areas as has been perceived by some people. Only 13,000 square feet out of 50,000 square feet of landscaped area is being recommended for removal.

There were four state criteria against which the proposals were evaluated:

1. Price (worth 40%): three of the proposals were clustered within 2.5% of each other and the fourth proposal was 34% higher. The pricing of the three which were close in price correlates with current cost estimates as well as cost comparison to similar work at the District in the last two years. The three proposals are in alignment with budgetary expectations.
2. Maximize Parking Spaces (worth 15%): the number of parking spaces in the four proposals ranged from 160 to 188.
3. Design Innovation (worth 15%): all of the proposals were focused toward sustainability and included storm water filtration, LED lighting, species preservation, materials reuse, digital irrigation control, and tree preservation. One of the proposals included an additive alternate for pervious concrete, which would result in an additional 20% of the contract value. The geotechnical engineer's opinion is that the subsurface conditions are not favorable for pervious pavement.
4. Project Management Plan (worth 30%): plans include site logistics, key personnel, quality plan, safety plan, and schedule. All of the proposals included high quality plans and were similar to each other.

Ms. da Silva said staff is aware that a lawsuit has been filed and, consequently, there could be a schedule delay. Each of the proposals assumed that work would begin immediately and some proposed to be finished as early as the end of October, providing the new parking spaces prior to the shutdown of the Galileo parking lot for the North Gateway project. Extending into the rainy season would cause further delays, not only for the contractor but for soft costs such as inspectors, geotechnical engineers, special testing agencies and construction managers. A 90 day delay would result in a 10% addition to the proposals received. Extending the project into the rainy season with saturated soils, requiring either cement or lime treatment, would result in another 7% addition. None of these figures includes the additional soft costs mentioned above. The benefit of having the new parking spaces when they are needed would also be lost.

Ms. da Silva said the hazardous materials abatement has now been put on hold. The two design-builders who submitted the most competitive proposals have been asked to bring their best and final proposals forward and these will be received by next week. However, the timing of the contract award is uncertain and, therefore, a recommendation is not being brought to the Board at tonight's meeting.

Trustee Miljanich asked about the cost to preserve the dawn redwood tree. Chancellor Galatolo said it will cost between \$25,000 and \$30,000. Trustee Miljanich asked if the greenery that currently exists in the outlying areas, as shown on the superimposed image, will be preserved. Vice Chancellor José Nuñez said these are the existing sloped areas that will be preserved for the landscape program developed by faculty as part of their learning environment.

Vice President Mandelkern asked if the new retaining wall, as shown on one of the graphics, is included in one of the three top proposals. Chancellor Galatolo said it is part of the lowest bidder's proposal. Vice President Mandelkern asked if the design-builders have been briefed on the litigation and are sensitive to the fact that this is a more controversial project than other construction projects and may be subject to greater scrutiny. Ms. da Silva said they are all aware of recent developments and the two design-builders who are bringing back final proposals will consider these issues.

Vice President Mandelkern said it is his opinion that the project must stay within the original budget and that, as costs mount due to delays, cuts will have to be made to the project. He said that all parties should understand that there are consequences to delaying the project.

Vice President Mandelkern asked what the options are, outside of demolition, for buildings that have no more useful service life. Chancellor Galatolo said that if the District cannot demolish Building 20 and associated buildings, a chain link fence will surround the building and the windows will be covered with plywood. He said staff would not recommend to the Board that Building 20 be rehabilitated because it would not be cost-effective.

Trustee Schwarz said that the Board's direction was to stay within the proposed budget and she agrees that if costs go up, cuts must be made to the project. Trustee Schwarz said she is amazed at the list of plants to be added in the landscape program created by faculty. She said there was past discussion about the expectation that the garden would be maintained by faculty and other interested parties rather than by maintenance staff who do not have the time to do so. President Claire said it is his expectation that faculty would be responsible for the maintenance much as they are for the maintenance of their laboratories.

President Holober said he does not believe that the extensive list of proposed species to be added is a matter for the Board to approve; rather, this should be handled at the faculty and staff level. Vice President Mandelkern agreed, stating that this is similar to upholstery or carpet choices, which the Board does not approve.

Trustee Miljanich said that the changes from the original project plan present a prime example that the willingness to engage in collaborative discussion can result in better ideas and better plans. Chancellor Galatolo said this is an excellent point. For example, the original plan was to use dirt from the outer parking lots to fill in the entire area, bringing it at grade with the campus and providing easier access. However, as the plan was being vetted, faculty and staff pointed out that the berms were important instructional spaces and the plan was changed due to this input. Vice President Mandelkern agreed that this is a great example of mitigation and said he does not understand what alternative outcome is desired.

APPROVAL OF DISTRICT RESPONSE TO THE GRAND JURY REPORT ON "BOND MEASURE A AND THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT" (11-6-106B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to approve the District response as detailed in the report. Chancellor Galatolo said he believes this is an excellent response. He said the grand jury report is negligible in terms of the issues raised and is more in line with the two previous commendations received by the District on its construction practices. President Holober suggested changing "private athletic club" to "fee-based athletic facility open to the public" and deleting the word "private" in the last sentence of the first paragraph of the response. All Board members agreed and, with these change, the motion carried, all members voting "Aye."

APPROVAL OF AGREEMENT FOR COMPENSATION TO COUNTY OF SAN MATEO FOR COLLECTION OF SPECIAL TAXES (11-6-107B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve the agreement as detailed in the report. President Holober noted that if the District's special taxes are levied on more than 200,000 parcels in a fiscal year, then

the aggregate amount of fees to be paid shall not exceed \$85,000. He asked what the effect would be if the number went below 200,000 because of senior exemptions. Ms. Christensen said the contract is based on the number of parcels that could be taxed so there would be no effect. After this discussion, the motion carried, all members voting "Aye."

ADOPTION OF THE 2011-12 TENTATIVE BUDGET (11-6-108B)

It was moved by Trustee Hausman and seconded by Trustee Miljanich to approve adoption of the Tentative Budget as detailed in the report. Chief Financial Officer Kathy Blackwood said there is not yet a State budget. When the District's tentative budget was built, staff used assumptions based on the CCLC's scenarios. Staff used the worst case scenario but assumed it would happen over two years. The projections are for a 14% reduction over two years, with 10% in 2011-12 and 4% in 2012-13. Some of the 2011-12 cuts would be mitigated using some one-time monies that are available. The main issue for the District is that, without a budget, the State cannot release funds to schools for anything, including apportionments and Cal Grants. A Tax and Revenue Anticipation Note (TRAN) was previously brought to the Board and approved in order to help the District get through until its funding from the State is received.

Vice President Mandelkern said the "Site Allocation with Benefits" category under Expenditures shows an increase of approximately \$4 million over the previous year and he asked if this includes step and column increases at the sites as well as the increased cost of benefits. He also asked what is included in the "Salary Commitment" expense category which shows an increase of nearly \$900,000 over the previous year. Ms. Blackwood said the District used to pool all of the regulatory and health and welfare benefits in Central Services but has been slowly moving them to the sites so that when the sites have salaries to account for, they will have the benefits as well. She said step and column increases, which will be allocated to the sites when position control is finalized, comprise the "Salary Commitment" category. She said the "Site Allocation with Benefits" has increased because the PERS rate has gone up, along with the cost of health and welfare benefits. It also includes a small amount of growth that was allocated in this year; 2.21% growth was received in 2010-11 and is allocated over a three year period. Chancellor Galatolo noted that an institution can have degradation in expenditure flow simply by doing business as usual.

Trustee Schwarz said she believes expenses generally increase by approximately 1% if no other changes are made. Ms. Blackwood said that, excluding inflation, there will be a 1% increase to hold steady on salary and benefits without any other changes. This 1% does not include changes in utilities, insurance, etc. The District has been trying to cut costs everywhere possible. Utilities usage has increased because of the added square footage, but energy usage has also become more efficient. Executive Vice Chancellor Keller said that even though insurance rates have been holding steady or decreasing, the total insurance costs have increased because property insurance rates are based on the value of buildings and that value has increased due to new construction.

Vice President Mandelkern asked what the additional cost is of borrowing funds to bridge the gap in State funding. Ms. Blackwood said that for the TRAN, it will depend on the cash flow and what happens with the State budget. In good years, the District can make a profit because it can borrow at a lesser rate than it can invest. If this becomes possible this year, the District will net a little over \$100,000; if not, there may be a cost instead.

After this discussion, the motion carried, all members voting "Aye."

ACCEPTANCE OF DISTRICT ACTUARIAL STUDY (11-6-109B)

It was moved by Trustee Miljanich and seconded by Trustee Hausman to accept the Actuarial Study as detailed in the report. The motion carried, all members voting "Aye."

INFORMATION REPORTS

DISTRICT FINANCIAL SUMMARY FOR THE QUARTER ENDING MARCH 31, 2011 (11-6-3C)

Vice President Mandelkern said the report on investments shows the District still has approximately \$13 million in the Local Agency Investment Fund (LAIF) and approximately \$17 million in the County Pool. He noted that there was discussion at a previous Board meeting about increasing the amount that can be invested in LAIF. Ms. Blackwood said that, based on the previous discussion, staff will be bringing a recommendation for revisions to Board policy on investing that would allow more to be invested in LAIF.

THIRD QUARTER REPORT OF AUXILIARY OPERATIONS, 2010-11

The Board accepted the report without questions or comments.

INFORMATION REPORT ON CALIFORNIA ASSEMBLY BILL 515 (11-6-5C)

President Holober said that since the last Board meeting, he has received more information on this bill, including letters of opposition from the San Jose-Evergreen and San Diego Community College Districts. The bill has passed the Assembly and is pending in the Senate Education Committee. It has the support of the CCLC and the Santa Monica Community College District, which is a sponsor of the bill.

Mr. Kaplan said it is his understanding that although the CCLC initially was in favor of the bill, they realize that much controversy has been created and they will now wait to see how the discussion unfolds and what resolutions are passed by college boards. Mr. Kaplan said that the California Federation of Teachers and several community college districts oppose the bill. AFT Local 1493 does not support the bill in its original form or with its subsequent amendments.

AFT 1493 believes that the bill denies access to low-income students, while it would promote double standards in the distribution of district resources for students enrolled in regular sections and for students enrolled in extension courses. The imposition of special fees for enhanced access to courses would not advance educational opportunities for the core community college student population and would promote further class-based inequities. The open-ended provisions of the bill would allow imposition of fees at any level, thereby potentially screening out from extension courses all except the affluent and those receiving financial aid. To the extent that some students qualifying for financial aid would use those taxpayer subsidies to enroll in for-profit extension courses, the bill would take resources away from the regular instructional program in which the monies would otherwise be infused.

Trustee Hausman said it sounds like there are many negatives to the bill and she does not believe the Board should support it.

Trustee Miljanich said it is challenging to figure out what to do about high-cost programs and a solution should be found that will not have the negative impacts that this bill could have.

Vice President Mandelkern said he supports the statement that community colleges should not be turned into for-profit education centers. However, the bill summary states that the fees will not exceed the cost of the courses, in which case there would be no profit.

Vice President Mandelkern asked what the difference is between the proposed extension courses and what the District offers as Community Education courses. Chancellor Galatolo said the difference is that the extension courses would be offered for credit. Trustee Miljanich said another difference is that extension courses could consist of a series of courses in a particular specialty area, such as dental hygiene. Chancellor Galatolo said dental hygiene is an example of where the concept of AB 515 makes sense in certain limited situations, even though the bill fails on a number of levels. He said the dental hygiene program was put on hiatus because the District cannot afford it. It now costs approximately \$15,000 to educate a student in the program and the apportionment from the State is just under \$5,000. If students were able to pay the differential, the District could have a program that works and students would pay far less than what they are charged by predatory, for-profit institutions. In addition, students would be entitled to financial aid if they qualified. He said that high-cost programs will not work as long as there is resistance by the legislature and governor to pay for them.

Vice President Mandelkern said he agrees it is important to seek alternatives to predatory private institutions, at which students accrue mounting debt and are granted degrees of questionable value. However, he shares concern about this bill and its potential to damage the system rather than make it better.

Trustee Schwarz said she would like to see the dental hygiene program reinstated in order to offer opportunities to students. Noting that the District already has a nursing program, she asked if this bill could help to make existing programs even better. Chancellor Galatolo said there is concern that extension courses would supplant existing courses. He said that in certain cases, they could save courses in programs that are having to be cut because the District cannot afford them.

Trustee Schwarz said another bill aimed at helping with high-cost programs was mentioned at an earlier time. Chancellor Galatolo said there have been a number of bills through the years, but none has been successful. He said that AB 515 was a good idea originally but in its current form could open floodgates and cause colleges to lose control. Trustee Miljanich said there are aspects of this bill that concern her greatly, centered around values and expectations.

President Holober said he usually thinks of extension courses as those which are offered off-site and which are not for regularly enrolled students. He asked if there is a definition of what constitutes extension courses. Chancellor Galatolo said that while he thinks of extension courses much the same as President Holober, he believes the meaning of the term as used in AB 515 is far different.

President Holober said that for high-cost programs such as dental hygiene and nursing, there are State-imposed faculty-to-student ratios. He said he does not object to these ratios if they are needed for safety and other reasons, but the State should then provide funding to cover the cost of the regulations.

President Holober said AB 515 is opposed by several community college districts, along with the State Academic Senate, California School Employees and California Federation of Teachers. In the spirit of being on the same side regarding the concept of fairness, equity and access to community colleges, President Holober said he would support the Board going on record as opposing AB 515 and submitting a letter to that effect. Trustee Schwarz said she would like the letter to include the fact that, while the Board opposes the bill, it supports the need to improve funding for high-cost programs. The Board agreed unanimously and Chancellor Galatolo said staff will prepare the letter.

STATEMENTS FROM BOARD MEMBERS

Trustee Miljanich said she will miss President Mohr and his wise and thoughtful guidance to the Board. She said the level of support President Mohr had from people at Cañada College and at the District is a sign of an inspirational leader. She hopes to have continued opportunities to interact with President Mohr in the community.

Trustee Schwarz said she first met President Mohr when he was the principal of Westmoor High School and she was active in her community. She is thankful for having had the opportunity to work with President Mohr for the last few years and is grateful to him for giving his time. Trustee Schwarz said she understands that President Mohr will join the Foundation Board and, as such, their paths will continue to cross.

Trustee Schwarz attended the Project Read jail graduation ceremony yesterday. The program graduated 13 inmates who took Cañada College classes and now tutor other inmates in literacy. The graduates expressed their gratitude to Tutor Trainers Jane Weidman and Pat Benner and all of the graduates said they intend to “pay it forward.”

Trustee Hausman said she has known and worked with President Mohr for many years. She said that observing his work at Cañada has been a wonder and he deserves every accolade he is receiving. She said President Mohr is an understated man whose talent is evident.

Trustee Hausman attended the commencement ceremony at College of San Mateo, at which Assemblyman Jerry Hill gave the commencement address. She also celebrated two family graduations, as her grandson graduated from Menlo-Atherton High School and her granddaughter from the University of California, Santa Cruz.

Vice President Mandelkern attended the commencement ceremony at Skyline College and was impressed by the enthusiasm of the graduates and their families. He said the last couple of weeks have been difficult because of negative comments in the media from people who wish the Board would act differently. Vice President Mandelkern said that all Board members are trying to do the best they can for the students of San Mateo County and that attending commencement ceremonies and seeing what students have been able to achieve makes it seem worthwhile to continue to do what they can for the community.

Vice President Mandelkern said he first met President Mohr when he was the Superintendent of the San Mateo Union High School District. He said the District was fortunate to have President Mohr step in at Cañada College and he has exceeded expectations in every way. Vice President Mandelkern said he will miss President Mohr and that the District owes him a debt of gratitude.

President Holober said that when President Mohr came to Cañada College, he did a remarkable job of creating a sense of teamwork that was badly needed. He said it is clear from administrators, faculty, staff and students that the institution has been transformed for the better under his leadership. He thanked President Mohr for making Cañada a successful College and creating a positive spirit.

President Holober enjoyed attending the commencement ceremonies at Skyline College and Cañada College. He also attended the meeting of the Little Hoover Commission in Sacramento today, which was attended by 12 community

college trustees. The Commission chair first asked participants how they felt about Governor Brown's idea that funding should be based on how many students complete a course. The idea was not well received by the trustees. Generalized discussion followed, focused on how to make things better for community colleges, recognizing the lack of State funding. President Holober did not sense that there were conclusions or any specific direction.

COMMUNICATIONS

President Holober said the Board received an email regarding the status of KCSM and a second email regarding the Building 20 Complex at College of San Mateo.

RECESS TO CLOSED SESSION

President Holober announced that during Closed Session, the Board will consider the personnel items listed as 1-A, 1-B, 1-C and 1-D on the printed agenda. The Board will also hold a conference with legal counsel regarding one case of potential litigation.

The Board recessed to Closed Session at 9:20 p.m. and reconvened to Open Session at 10:58 p.m.

CLOSED SESSION ACTIONS TAKEN

President Holober announced that at the Closed Session just concluded, the Board approved the personnel actions listed as 1-A, 1-B, 1-C and 1D on the printed agenda.

ADJOURNMENT

It was moved by Trustee Schwarz and seconded by Trustee Hausman to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 11:00 p.m.

Submitted by

Ron Galatolo, Secretary

Approved and entered into the proceedings of the July 13, 2011 meeting.

Dave Mandelkern, Vice President-Clerk

BOARD REPORT 11-7-1A

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: Harry W. Joel, Vice Chancellor, Human Resources and Employee Relations, (650) 358-6767

APPROVAL OF PERSONNEL ITEMS

Changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel:

A. REASSIGNMENT**Cañada College**

Manuel Delgado Soler Financial Aid Technician Enrollment Services

Reassigned through the hiring process from a Financial Aid Assistant position at Cañada College into this part-time (75%) 12-month per year position, effective June 22, 2011. The change in staff allocation was Board approved on May 16, 2011.

B. SHORT-TERM, NON-CONTINUING POSITIONS

The following is a list of requested classified short-term, non-continuing services that require Board approval prior to the employment of temporary individuals to perform these services, pursuant to Assembly Bill 500 and its revisions to Education Code 88003:

<i>Location</i>	<i>Division/Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
District	Facilities, Planning & Operations	3	7/14/2011	6/30/2012	Public Safety Officer: Provide intermittent services to supplement current staff for temporary services.
District	Facilities, Planning & Operations	1	7/1/2011	6/30/2012	Project Manager: Assist with small projects, archiving, filing, and final project close outs as the Capital Improvement Program Phase II winds down. <i>Backdated due to inadvertent error in processing.</i>
Cañada	Business, Workforce & Athletics Division/ Medical Assisting	1	8/1/2011	6/30/2012	Instructional Aide II: Assist students with the asepsis and sterilization procedures, laboratory procedures, specimen collection, and electrocardiograms; administer injections, venipuncture, eye and ear lavage, bandaging and dressing and other examination and clinical procedures.

Cañada	Business, Workforce & Athletics Division/Early Childhood Education	2	7/28/2011	6/30/2012	Office Assistant II: Receptionist/clerical assignments, including data entry into specific databases. Positions funded by the EQUIP (First Five) grant.
Cañada	Business, Workforce & Athletics Division	1	8/1/2011	5/31/2012	Assistant Coach: Assist with coaching, outreach, rehearsal planning/implementation, and events. Coach will be assigned to support dance program.
Cañada	Instruction/Learning Center	1	7/14/2011	6/30/2012	Instructional Aide II: Provide assistance to students in the Math Lab, including individual and small group tutoring and leading workshops for all levels of math.
Cañada	Instruction/Learning Center	1	7/14/2011	6/30/2012	Instructional Aide II: Assist in a lead role with the inter-session Math Jams; assist students both in and out of the classroom, focusing on writing and math; assist students with self-paced Learning Center courses; and tutor students individually and in small groups.
Cañada	Instruction/Learning Center	1	7/14/2011	6/30/2012	Instructional Aide II: During evening hours, assist students both in and out of the classroom, focusing on writing and math; assist students with self-paced Learning Center courses; and tutor students individually and in small groups.
Cañada	Science & Technology	1	7/25/2011	8/12/2012	Instructional Aide II: Assist with coordination of the Mini Math Jam, including reviewing student applications, scheduling, and collecting and analyzing data and program results.
Cañada	Student Services/Health Services	1	7/14/2011	12/31/2012	Office Assistant II: Provide assistance to students who come to the Health Center to receive services.
Cañada	Student Services/TRiO	1	8/1/2011	6/30/2012	Instructional Aide II: Provide instructional support for financial literacy workshops and sessions to educate TRiO program participants; assist with workshops; review students' skill-building and progress. Funded by TRiO grant.
Skyline	Business Division/ Cosmetology	10	8/17/2011	6/30/2012	Cosmetology Aide: Assist on an intermittent basis during practical applications experiences in lab and when students perform services on clients. Assist faculty in classes to ensure student success and safety.
Skyline	BusinessDivision/ Cosmetology	1	8/17/2011	6/30/2012	Office Assistant I: Assist during the evening hours on an intermittent schedule during peak periods. Answer phones, book clients, audit esthetician time tickets.

San Mateo County Community College District

July 13, 2011

BOARD REPORT NO. 11-7-100B

**AUTHORIZATION TO AUGMENT THE DESIGN-BUILD CONTRACT
WITH McCARTHY BUILDING COMPANIES, INC.**

A printed report is not available at the time of packet distribution.

BOARD REPORT NO. 11-7-101B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor
PREPARED BY: Rick Bennett, Executive Director, Construction Planning, 358-6752

APPROVAL OF 2013-2017 FIVE-YEAR CAPITAL CONSTRUCTION PLAN

On August 18, 2010 (Board Report No. 10-8-101B), the Board authorized submittal of the District's 2012-2016 Five-Year Capital Construction Plan (5YCP) and the related Initial Project Proposals (IPP's) and Final Project Proposals (FPP's) to the California Community Colleges Chancellor's Office (CCCCO). The authorization is in accordance with the Community College Construction Act and both the Education Code Section 81800, *et seq.*, and State Administrative Manual 6610. The plan constitutes the first part of the capital outlay proposal process and was prepared according to current guidelines.

During this year's planning period, the District has also engaged in updating the Facilities Master Plans (FMP) for the three Colleges. The 5YCP and FMP processes have proceeded concurrently and staff has worked collaboratively to insure that each planning process is informed by and reflects the work of both efforts. The FMP process is a macro-level process, the results of which do not provide adequate detail for entry into the 5YCP.

The CCCCCO reviews and evaluates submitted plans for conformance to existing guidelines and potential for funding. Generally, this review is complete and project approvals are communicated to the District during the Fall following submittal. This year, the CCCCCO review is ongoing, and as a result the CCCCCO has extended the submittal deadline for the 2013-2017 Five Year Capital Construction Plan from the customary date of July 1 to August 1, 2011.

Competition is increasingly fierce in light of the Legislature's decisions not to put statewide bonds on the November 2008 and November 2010 ballots and it is unlikely there will be a November 2012 statewide bond. Because of the lack of a statewide bond, in 2008 the CCCCCO un-approved two years' worth of projects (including six District projects) previously approved for the 2009-2010 and 2010-2011 funding cycles. With these projects, along with those submitted in 2009 and 2010, a significant and growing backlog of projects is now competing for limited funding. With the majority of this funding guaranteed for life-safety projects, the San Mateo County Community College District was fortunate the CCCCCO has indicated our FPP's for the modernization of Cañada College's Physical Education Conversion and Renovation (Building 1), College of San Mateo Building 8 Gym Modernization Project and the Skyline College Center for Kinesiology and Human Performance will appear on the list of approved projects. Funding for all of these projects is dependent upon a future statewide bond. Although these projects are listed as approved for fiscal year 2012-13 funding, the CCCCCO has indicated that there are no current plans to include a statewide bond measure on the November 2012 ballot. This raises questions as to how these approved fiscal year 2012-13 projects will be treated. It is possible that these projects will be 'un-approved' as occurred in 2008.

In the absence of any formal communication from the CCCCCO regarding the status of IPP's and FPP's submitted in September of 2010, and the backlog of approved but unfunded projects, the District has elected not to move forward with any new start IPP's or FPP's for this submittal. The previously submitted and approved FPP's that are as yet unfunded have been updated to insure scope and cost information and assigned priority are still accurate and relevant. In preparing and submitting the 2013-2017 plan, the District maintains its priorities with regard to funding improvements for (1) buildings and facilities, (2) improvements and modifications to meet the needs of the physically limited, and (3) response to safety concerns.

This report is broken down into four categories:

- I. Locally funded projects now underway
- II. Fiscal Year 2011-2015 State Capital Outlay Projects (Approved, State funding available)
- III. Fiscal Year 2012-2016 State Capital Outlay Projects (Approved, but State funding not available)
- IV. Fiscal Year 2013-2017 Re-submitted Final Project Proposals (FPP's) and Initial Project Proposals (IPP's)

Each project is described under these sections and this report is meant to give the Board a detailed understanding of the projects anticipated to be implemented in the 2013-2017 timeframe.

I. Locally-funded projects now underway

COLLEGE OF SAN MATEO CIP2 DESIGN-BUILD PROJECT

Project Description: This multi-component project was delivered using the design-build delivery method, wherein a design-build contractor is hired to provide the design, as well as construction, of the project. The project includes demolition of Buildings 5, 6, 10, 11 and 13, since these buildings have exceeded their useful service lives and their locations are desirable for new buildings. Replacement buildings 5 and 10 have been constructed in the approximate footprints of the existing buildings. The project also includes major improvements to the exterior areas of the campus, a new central chiller plant, and reconstruction/improvements to the 12kV electrical distribution system.

Health and Wellness Building 5 is the new home for Workforce programs, including Dental Assisting, Nursing and Cosmetology, as well as the new home for Wellness and Aquatics. The location at the south end of the campus is convenient for the community members who are patrons of these programs. One such program is the San Mateo Athletic Club, which has public memberships currently exceeding 3000 members, producing a new revenue stream and reinforcing the already cohesive relationship between the local community and the College. The Athletic Club includes new space and equipment for the successful Adapted Physical Education Program. The Aquatic Center is comprised of a 50 meter competition pool and a second pool for Adapted P.E., aquatic instruction, competition warm-ups, as well as additional community involvement for local swim clubs and competitions. These programs will thrive and grow in this new building, with state of the art equipment and adjacencies to each other that will foster interactions and synergy.

College Center Building 10 is located near the center of campus, placing critical student services at the heart of the campus alongside faculty, staff and division offices, general instruction classrooms and the Digital Media program. Building 10 embodies CSM's collaborative nature and student-oriented service philosophy to strengthen student convenience and access as well as encouraging interdisciplinary faculty dialogue and interactions between faculty and students. The facility unites Student Services into a "One-Stop Shop," including Admissions, Career Services, Counseling, Financial Aid, Disabled Students Programs & Services, Student Activities, Welcome Center,

Cafeteria, and Bookstore. This One-Stop-Shop approach includes the new Learning Center (LC), a centralized tutorial and student support lab where students can get assistance across the disciplines, from writing and mathematics to speech communication and foreign languages, and provides an inspired learning environment where students feel comfortable giving and receiving academic assistance.

Both new buildings pursued LEED (Leadership in Energy and Environmental Design) Certification, demonstrating CSM's commitment to sustainable building design and construction. Health and Wellness Building 5 has been awarded the LEED Gold certification, and College Center Building 10 is anticipated to also achieve LEED Gold certification.

Total Project Cost: The total project cost is \$225 million and is funded by Measure A general obligation bond funds

Status: The project is substantially complete, with punch-list and close-out ongoing. The project will be removed from the five year plan when the buildings have been entered into the active space inventory for the college in October 2011.

SKYLINE COLLEGE CIP2 DESIGN-BUILD PROJECT

Project Description: This multi-component project was delivered using the design-build construction method and continued the process of reinvigorating the facilities of Skyline College. The new buildings and major improvements to exterior areas of the campus delivered by the Skyline CIP2 Design-Build Project completed the renaissance.

Completed in March, 2011 Building 4 is the new home of the Cosmetology and Esthetician programs and expands the general classroom offerings of the College. It is also the new home for the active Skyline Multi-Cultural groups, as well as Learning Communities, Workforce programs and Skyline's Administrative Offices. The building functions as a magnet for a diverse constituency of students, faculty, staff, business persons, and visitors. The building is visually and physically engaging, promoting interaction among campus communities and increasing awareness of College programs available to students. It serves as a place to host special events and foster student interaction through formal and informal gatherings. New Building 4 anticipates award of LEED Gold certification, demonstrating Skyline College's commitment to sustainable building design and construction.

Completed in May 2011, Building 11 allows the Automotive curriculum to expand by providing facilities for training in Automatic Transmission repair. This new building includes seven service bays, which simulate operations within a commercial automotive repair facility.

Skyline College's campus exterior has been revamped to take advantage of the existing forest-like and grassland setting. The new landmark entries off Skyline Boulevard and Sharp Park Road provide gateways to a lively campus where students and the community feel inspired to participate in College activities, with gathering spaces acting as centers of concentrated activity and energy.

Total Project Cost: The total project cost is \$88 million and is funded by Measure A general obligation bond funds.

Status: The project is now substantially complete, with punch-list and close-out ongoing. The project will be removed from the five year plan when they have been entered into the active space inventory for the college in October 2011.

COLLEGE OF SAN MATEO EDISON PARKING LOT PROJECT

Project Description: Building 20 and the associated greenhouses are nearly 50 years old, in great disrepair, non-ADA compliant and grossly underutilized (programs that had been located there have moved to the new College Center). The Horticulture program has been on hiatus for the past two years due to budget cuts and the Floristry program serves 4.3 full time equivalent students, most of whom are non-majors. In addition, the one classroom located in Building 20 is not needed due to the fact that the College has added approximately 41,750 sq. ft. of new classroom, lab and office space over the past eight years. The District's facilities condition database indicates that all building systems in Building 20 are beyond their service life, except for the floor slab, exterior walls and roof. The FCI Facilities Condition Index for Building 20 is 68.36%, which indicates it is in very poor condition.

As a result, the Administration decided that it would be best to demolish Building 20 and the associated greenhouses; construct approximately 125-200 parking spaces (replacing 30-40 spaces now there); and retain a garden area to be used by science classes. Due to the opening of the new Building 10, new parking spaces on the east side of campus are definitely needed. The garden area (which currently is in great disrepair due to years of neglect) can be used for the plant species that are most critical to the College's biological sciences programs.

Total Project Cost: This project has an estimated cost of \$2.5 million and is funded by Measure A general obligation bond funds.

Status: The District has received proposals to design and build the project, which are now under review.

CAÑADA COLLEGE BUILDING 5 – CAFETERIA DINING ROOM PROJECT

Project Description: As the final piece in the modernization of Buildings 5 and 6, the goal of the Cañada College Cafeteria Dining Room project is to revitalize the dining room space and make it a destination for students at Cañada. The remodel will bring an active, architecturally interesting area for students to congregate, study and socialize. The addition of the Career Center and the new Student Lounge will make this area a hub of activity and provide Cañada with a Student Center. The finishes highlighted by wood accents, large pendant lighting fixtures, soffits and angled wing walls will soften the space, enhance the acoustics and take away the "old school" cafeteria feel. A new large video wall will help attract students to the dining room, bringing a modern look to the College.

Total Project Cost: The estimated cost of this project is \$350,000 and is funded by Measure A general obligation bond funds.

Status: The project is in design with occupancy planned for Spring 2012.

COLLEGE OF SAN MATEO BUILDINGS 9/12/15/17/34/HILLSDALE PARKING LOT MODERNIZATION PROJECT

Project Description: Modernization of Buildings 12, 15, 17 included replacement of mechanical, electrical and plumbing systems, accessibility upgrades, and new architectural finishes. The Building 9 work included reconstruction of the multi-stall restrooms.

The Building 34 modernization includes building out spaces for Fire Science apparatus and equipment storage, College Mail and Receiving, and temporary swing space for the Information Technology Services Department.

Hillsdale Parking Lot repairs will render the parking lot suitable for anticipated full capacity use while the northern parking lots are under construction as part of the North Gateway Part II project.

Total Project Cost: The estimated cost of this project is \$19 million and is funded by Measure A general obligation bond funds.

Status: Buildings 9, 12, 15 and 17 are complete and occupied. Building 34 and the Hillsdale Parking Lot are under construction and will be occupied late summer 2011.

II. Current State Capital Outlay Projects (Approved, State Funding Available)

CAÑADA COLLEGE BUILDINGS 5 & 6 – REACTIVATION OF ACADEMIC FACILITIES AND CODE COMPLIANCE UPGRADES

Project Description: This project will convert approximately 17,124 ASF in Buildings 5 and 6, vacated as a result of the new Library/Learning Resource Center/Student Services Facility. Accessibility upgrades are required as a condition of extensive modernization, and will be accomplished via this project along with the creation of new classrooms, assembly spaces and major building systems upgrades. Also included in the project is the addition of 1,400 GSF of new construction associated with a new elevator to improve access to the buildings. Renovations to the Cañada cafeteria are expected to transform this space into a vibrant location for student interaction.

Total Project Cost: The total cost of this project is \$15.561 million. State Capital Outlay funds of \$4.9 million have been approved by the CCCCO, supplemented by \$10.661 million in Measure A general obligation bond funds.

Status: The project construction has been completed; furniture and fixture installation is in process, with occupancy planned for Summer/Fall 2011.

CAÑADA COLLEGE - ELECTRICAL INFRASTRUCTURE REPLACEMENT

Project Description: This project will correct the safety and serviceability deficiencies of the aged electrical infrastructure at Canada College which was constructed in the 1960's.

The aging power infrastructure has deteriorated to the point where failures are increasingly common. This poses the potential of disruptions to College operations, including class cancellations, property damage, loss of data, compromised ongoing science experiments, diminished employee productivity, recovery costs, and mental anguish and stress among students, faculty and staff. The code compliance and safety violations present significant liability risk of losses to life and property. This

FPP received State funding to replace the critical components of the electrical power infrastructure as part of a priority A-4 Immediate Infrastructure Failure project.

Total Project Cost: This project has an estimated cost of \$4.6 million. State Capital Outlay funds of \$3.8 million have been approved by the CCCCCO, supplemented by \$.8 million in Measure A general obligation bond funds.

Status: Construction is scheduled for completion February 2012.

COLLEGE OF SAN MATEO NORTH GATEWAY PROJECT

Project Description: This project will remove seismic hazards from the College of San Mateo. Four buildings on the CSM campus, Buildings 21, 23, 25, and 27, have been rated F in a seismic survey and by recent additional structural analysis. Some of the buildings contain hazardous materials, which could be widely dispersed in the event of a structural collapse. The project proposes to remove these dangers through demolition of Buildings 21-29 and to repair and reconfigure the site with accessible pathways, re-creating parking lots 9 and 10, refreshed landscaping, installation of energy efficient LED lighting and a performance/gathering venue. Additionally, load center #4 of the site's main electrical distribution system is in need of replacement due to safety concerns stemming from water infiltration into the vault. The creation of new load center #8 will allow the contractors to safely disable the electrical system prior to the demolition of the buildings.

Total Project Cost: This project has an estimated cost of \$18.552 million. State Capital Outlay funds of \$10.9 million have been approved by the CCCCCO, supplemented by \$7.6 million in Measure A general obligation bond funds.

Status: Phase I, Load Center #8 commenced in December 2010. The new Load Center #8 has been constructed, installation of electrical equipment has been completed and the electrical cutover from Load Center #4 to Load Center #8 occurred in June. All Phase I work is scheduled to be complete by August 2011.

The second phase of the project, including demolition of Buildings 21-29, and the balance of the work described above is scheduled to be awarded in August 2011. Construction work will commence in August and is anticipated to be complete by September 2012.

SKYLINE COLLEGE - ELECTRICAL INFRASTRUCTURE REPLACEMENT

Project Description: This project will replace underground Load Center #2 with a new above-grade pad-mounted load center as a priority A-4 Immediate Infrastructure Failure Project. The electrical infrastructure at Skyline College was constructed in the 1960's. Critical components have deteriorated and are no longer code compliant.

The aging power infrastructure has deteriorated to the point where failures are increasingly common, occurring several times a year. This creates significant disruptions to college operations, including class cancellations, property damage, loss of data, compromised science experiments, diminished employee productivity, recovery costs, and mental anguish and stress among students, faculty and staff. This FPP received State funding to replace the critical components of the electrical power infrastructure as part of a priority A-4 Immediate Infrastructure Failure project.

Total Project Cost: This project has an estimated cost of \$2.083 million. State Capital Outlay funds of \$1.353 million have been approved by the CCCCO, supplemented by \$730 thousand in Measure A general obligation bond funds.

Status: Construction is scheduled for completion February 2012.

III. Current State Capital Outlay Projects (Approved, but State Funding Not Available)

CAÑADA COLLEGE BUILDING 13 – MULTIPLE PROGRAM INSTRUCTIONAL CENTER

Project Description: This project involves the modernization of the academic classroom Building 13. The building was one of the original instructional buildings built on the Cañada campus in 1968. The project proposes code upgrades to 12,110 gross square feet of restroom facilities, corridors and vertical circulation systems. The modernization will serve several purposes. This modernization will improve facility accessibility for ADA compliance and replace building finishes and components that have exceeded their service life expectancy. The project will replace the mechanical and electrical systems. Modernization of faculty offices is a part of this proposed project.

Total Project Cost: The reconstruction of this facility has an estimated total project cost of \$17.755 million, with \$9.081 million requested from State Capital Outlay funding supplemented by \$8.674 million in local funds.

Status: Based on the assumption that a statewide bond passes in November 2012 and the CCCCO authorizes the project to proceed, design would commence in late 2012 with construction starting in 2014. Assuming State Capital Outlay funding is secured, the facility would be ready for use in 2015-2016.

COLLEGE OF SAN MATEO BUILDING 8 – GYM MODERNIZATION

Project Description: This project modernizes the 48 year old Gym on the College of San Mateo campus. The Gymnasium was constructed in 1963 and was among the first buildings built on the site. It has never undergone any major renovations or remodeling for the past 48 years. There have been substantial changes in the program, code compliance issues, and infrastructure issues that require attention. This project addresses these conditions and will increase the energy efficiency of the building as a whole.

Total Project Budget: The total project budget is estimated to be \$20.881 million, with \$13.245 million in requested State Capital Outlay funding, supplemented by \$7.536 million in local funds.

Status: Based on the assumption that a statewide bond passes in November 2012 and the CCCCO authorizes the project to proceed, design would commence in late 2012 with construction starting in 2014. Assuming State Capital Outlay funding is secured, the facility would be ready for use in 2015-2016.

SKYLINE COLLEGE WORKFORCE DEVELOPMENT AND ECONOMIC PROSPERITY CENTER

Project Description: This project provides a readily accessible integrated service center that responds to the need to link services, benefits, opportunities, and instruction to build on the State's investment in workforce and economic development and to strengthen the connections of the public to benefits and opportunities that help build personal and community economic sustainability. In

particular, it addresses the specific needs of students by linking their educational experience with the job market and long term careers. The services consist of three strands: employment/career services, income/work supports, and financial services/asset building.

This 14,520 ASF facility includes a job placement center, resource libraries, international trade and development center, center for workforce development, and an English language institute. To be located in Building 2, part of the project includes activating 7,897 ASF of unassigned space.

Total Project Budget: The total project budget is estimated to be \$24.247 million, with \$17.102 million in requested State Capital Outlay funding, supplemented by \$7.145 million in local funds.

Status: Based on the assumption that a statewide bond passes in November 2012 and the CCCCCO authorizes the project to proceed, design would commence in late 2012 with construction starting in 2014. Assuming State Capital Outlay funding is secured, the facility would be ready for use in 2015-2016.

IV. Fiscal Year 2013-2017 Final and Initial Project Proposals

The District's 2013-2017 Five-Year-Capital Construction Plan includes three Final Project Proposals (FPP's) for fiscal year 2013-2014 (these FPP's were submitted in prior years and are now being re-submitted), and three Initial Project Proposals (IPP's) for fiscal year 2014-2015 funding.

CAÑADA COLLEGE CENTER FOR KINESIOLOGY AND DANCE

Project Description: The CCCCCO previously approved this FPP under the project name "Building 1 Physical Education Conversion & Code Compliance Upgrade." At the request of the College, the FPP was revisited prior to resubmittal this year to ensure that it reflects current needs and priorities of the college, and was renamed as part of this process. This current proposal includes renovation of the existing 43 year old Building 1, the Physical Education Building, into a modernized facility that supports the academic programs offered by the College. These programs include the completion of certificate degrees and transfers in Kinesiology, Fitness Professional, and Dance. The project remodels the old physical education spaces into a new Center for Kinesiology and Dance and improves the current academic programs. The project will upgrade existing locker rooms to meet accessibility codes and to comply with Title IX¹ requirements. In addition, this project will add a classroom dedicated to the advancement of the Kinesiology and Fitness Professional programs.

Total Project Cost: The estimated cost of this project is \$19.862 million, with \$15.890 million in requested State Capital Outlay funding, supplemented by \$3.972 million in local funds.

Status: Based on the assumption that the CCCCCO again authorizes the project to proceed, and funding is secured via a new statewide bond in 2012, design would commence in late 2013 with construction starting in 2015. Assuming funding is available from the state, the facility would be ready for use in 2016-2017.

¹ Title IX is a 1972 federal civil rights law prohibiting discrimination in education programs and activities receiving federal funds. It was the first comprehensive federal law to prohibit sex discrimination in these institutions.

COLLEGE OF SAN MATEO BUILDING 19 – EMERGING TECHNOLOGIES CENTER

Project Description: This FPP includes modernization of Building 19 to allow for the consolidation and centralization of highly active technology programs in Computer Information Science (CIS), Electronics, Engineering, Architecture, Building Technology, and Computer Aided Drafting. The building will support the mission of integrative learning wherein departments actively blend curricula and faculty to bring different disciplines together to work on projects. The Technology building will be home to Engineering, Architecture, Drafting, Electronics, Computer Information Sciences, and Building Inspection. The proximity of these disciplines will provide a unique opportunity to simulate industry’s “Architecture, Engineering, and Construction” (A/E/C) process model for both large and small projects.

Students enrolled in programs in this facility will be trained to transfer to more advanced programs in architecture, engineering and building technology at the university level or will be able to join the local Bay Area job market in advanced computer technology, electronics, engineering and building technology fields. The College and the District will form partnerships with local industry to develop more directed areas of study that fit the needs of local employers and better develop the students’ capability toward skilled and professional advancement.

Total Project Cost: The total project cost is \$24.338 million, with \$14.847 million requested State Capital Outlay funding, supplemented by \$9.491 million in local funds.

Status: Based on the assumption that the CCCC0 again authorizes the project to proceed, and funding is secured via a new statewide bond in 2012, design would commence in late 2013 with construction starting in 2015. Assuming funding is available from the State, the facility would be ready for use in 2016-2017.

CAÑADA COLLEGE BUILDING 3 – PERFORMING ARTS CENTER TECHNOLOGY AND ENVIRONMENTAL MODERNIZATION

Project description: This IPP addresses academic issues brought about by changes in the strategies of teaching over the past two decades. Significant changes have occurred in the technologies that support the teaching of the Fine Arts, especially Photography, as well as Theatre and Theatre support areas. Lighting, sound systems and backstage support rooms require renovation in order to properly train students in the use of these new methodologies. Also, the building infrastructure is overburdened and needs upgrading to support the new technologies. This IPP proposes to upgrade this facility to bring it up to current teaching standards in its academic arena.

Total Project Cost: The estimated cost of this project is \$2.874 million, with \$2.007 million requested State Capital Outlay funding, supplemented by \$867 thousand in local funds.

Status: The District is preparing to re-submit this project to the State for first year funding as a fiscal year 2014-15 IPP.

COLLEGE OF SAN MATEO BUILDING 12 MODERNIZATION

Project Description: Building 12 is more than 45 years old and is the last building standing of the four that once housed science programs at the College of San Mateo. In 2004, the College undertook construction of a new science facility using local bond funds to accommodate changing programmatic needs and provide safer science facilities. After completion of the new facility, the space in Building 12 was classified as ‘Unassigned’ Room Type 050. As part of the Master Plan for

reinvigoration of this campus, it is the intent of the College to renovate this inactive space to serve the growing requirement for multi-discipline lab and lab serve facilities. The existing electrical, plumbing, HVAC, data and security systems have exceeded their life cycle and serviceability. This project seeks to renovate & remodel approximately 8,990 assignable square feet of 'inactive' space for instructional and support facilities.

In addition, the project provides elevator upgrades to address accessibility issues.

Total Project Cost: The total estimated project cost is \$5.047 million, with \$4.037 million requested State Capital Outlay funding, supplemented by \$1.010 million in local funds.

Status: The District is preparing to re-submit this project to the state for first year funding as a fiscal year 2014-15 IPP.

RECOMMENDATION

It is recommended that the Board of Trustees authorize submission of the District's 2013-2017 Five-Year Capital Construction Plan to the California Community Colleges Chancellor's Office, along with related Final Project Proposals seeking State Capital Outlay Funding.

BOARD REPORT NO. 11-7-1C

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor

PREPARED BY: José D. Nuñez, Vice Chancellor, Facilities Planning & Operations, 358-6836
Jack Herbert, Construction Manager, Swinerton Management & Consulting, 378-7328

UPDATE ON 2011 FACILITIES MASTER PLAN

In March 2011, the Board of Trustees commissioned HMC Architects to develop the 2011 Facilities Master Plan, which will serve to inform decision making related to the next phase of planning and construction (Board Report No. 10-3-101B).

The facilities master planning effort has proceeded as planned. HMC Architects completed their review of previously completed physical assessments and analysis, site visits, multiple meetings with College constituent groups and open forums. They have identified and incorporated educational programmatic needs, identified issues that require creative solutions, developed options, reviewed the options with our College communities, and identified the viable solutions that will comprise the 2011 Facilities Master Plan.

The 2011 Facilities Master Plan will be the basis of capital construction projects in the coming years. A draft is attached to this report.

Final Draft

San Mateo County Community College District

2011 Facilities Master Plan



July 2011

Chancellor
Ron Galatolo

Presidents

James Keller, Cañada College
Michael E. Claire, College of San Mateo
Dr. Regina Stanback Stroud, Skyline College

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Barry Jointer, Student Trustee

Master Planning Team

HMC Architects, Facilities Planning

San Mateo County Community College District 2011 Facilities Master Plan



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Letter from the Chancellor //



For nearly 90 years, College of San Mateo, Cañada College, and Skyline College have welcomed and served more than 1.5 million students who come to us from all walks of life, with varying needs and resources, and with very different life issues. Our mission is to provide a postsecondary education to all who can benefit from it.

Over the past nine years, we have been engaged in dreaming, designing, and transforming three aging community colleges into modern, state-of-the-art college campuses that welcome, stimulate, and inspire our very diverse student population. The facility improvements we have completed to date were guided by the 2001 and 2006 Facilities Master Plans that were thoughtfully prepared in a collaborative process involving faculty, staff, and students. Funded by two bond measures generously supported by residents of the area, we have constructed new buildings, modernized others, and completed extensive landscape improvements. Through these improvements, we have been able to respond to and serve the changing educational needs of our student body.

The 2011 Facilities Master Plan outlined in this document is intended to complete the dream that started in 2001. The projects planned include a limited number of new buildings designed to address changing educational needs, remodeling of several “legacy” buildings; energy efficiency improvements; and an expansion of college services to the Coastside.

In keeping with the District's commitment to sustainable design, all buildings will be designed and built with energy efficient materials, practices, and technologies, thus assuring that the operational savings that accrue (\$1.7 million to date) are available to enhance the District's ability to fulfill its core educational mission. Projects undertaken will also address safety issues, such as removing hazardous materials, upgrading fire alarm and fire sprinkler systems, improving Americans with Disabilities Act compliance, and installing security cameras and Automated External Defibrillators in critical locations throughout the District.

Our Colleges, our faculty, and our community of learners have always exerted a powerful and positive impact on the economic and social well-being of our San Mateo County communities. Our mission of educating all who can benefit from postsecondary instruction can only be enhanced by the implementation of the Master Plan described in this document.



Ron Galatolo
Chancellor
San Mateo County Community College District
July 2011

Introduction //

Purpose

The 2011 Facilities Master Plan for the San Mateo County Community College District has been developed to serve as a guide for future development at each of the three Colleges in the District:

Cañada College
College of San Mateo
Skyline College

It provides a graphic and narrative description of the District's strategy to support the educational program needs, address the long range forecast for enrollment, and position the District to maximize funding opportunities. It is guided by each of the College's Educational Plan, which serve as the foundation for recommendations regarding facilities. The plan provides a roadmap for future development including recommendations for renovation and replacement of facilities as well as a number of site improvements for each campus.

Master Planning Process

The planning process was a participatory one involving many individuals from each of the Colleges. The HMC planning teams worked closely with the designated groups and followed this four step process:

1. Strategic Review
 - Collection and review of all relevant planning information
 - Development of campus base plans, including all current projects
 - Site visits to each campus to analyze existing conditions
 - Discussions to identify key project goals for each campus
2. Option Development
 - Review of existing conditions to validate key issues
 - Discussion of preliminary options
 - Development of preferred and alternative options
3. Solution Development
 - Development of 'preferred options' into master plan recommendations
 - Identification of master plan projects
4. Documentation and Approvals
 - Development of draft document for reviews by the College and the District
 - Development of final document for approval

The planning process recognized the individuality of each of the Colleges, while working within the overall framework of the District's organizational structure. This ensured that the 2011 Facilities Master Plan addresses Districtwide issues and serves as a Districtwide guide for future development.

Document Organization

The 2011 Facilities Master Plan describes a plan for site and facilities improvements that will support current and future needs at each of the three Colleges in the District. The document is divided into three sections – one for each College:

Cañada College
College Of San Mateo
Skyline College

Within each section, the following information is included:

EXISTING CONDITIONS

The Existing Conditions section includes an analysis of the existing campus, and the zoning of the site and facilities as well as vehicular and pedestrian circulation. Key planning issues addressed during the planning process are highlighted in order to assist in understanding and preserving the intent of the Master Plan recommendations.

RECOMMENDATIONS

The Facilities Master Plan Recommendations for each College present an overall picture of the future developed campus and include recommendations for renovation, new construction, and campus-wide site improvements. Master Plan projects are highlighted and accompanied by narratives describing the intent of each project.

Master Plan Overview //

All three Colleges are in the process of being transformed through the construction of new facilities and the renovation of others funded by local bond revenue and the California Community College Capital Outlay Program. These recent projects have addressed many of the Colleges' needs identified in previous planning studies, but there are still unmet needs within the District. The 2011 Facilities Master Plan addresses these additional needs and presents an overall picture of the future for the San Mateo County Community College District.

While drawings in the plans appear specific, the forms are intended as conceptual sketches that highlight the potential location and purpose of the identified improvements without intending to dictate a specific design. The final design of each site and facility project will take place once projects are funded and detailed programming and design occurs with the designated user group.



Facilities Master Plan Guiding Principles //

During the planning process, a number of Districtwide guiding principles were defined and became an integral part of the 2011 Facilities Master Plan. These principles are summarized below and discussed in more detail throughout the document.

Student-Focused

As a premier community college district in California, San Mateo County Community College District is committed to serving students and maximizing opportunities for success. This focus on students is a principle of the Educational Master Plan that serves as the foundation for the recommendations that are described in this Facilities Master Plan.

Quality Education

The recommendations described in this Facilities Master Plan are focused on providing quality education to the San Mateo County communities served. The Educational Plans at each of the Colleges served as the basis for these recommendations and are translated into site and facility improvement projects for each of the three Colleges in the District.

Fiscal Responsibility

Facilities Master Plan recommendations will be planned for maximum economic benefit, including flexibility of use, a cost/benefit evaluation of function, and an overall awareness of fiscal responsibility.

Safety and Security

All improvements will continue to address safety and security issues for each of the College communities. Improvements in lighting, security cameras, and secure spaces will give students, faculty, and staff the confidence to embrace their educational pursuits without distraction.

Technology

Incorporate the best use of emerging technologies to enhance learning environments and promote student success.

Sustainability

San Mateo County Community College District has demonstrated outstanding leadership in environmental stewardship and intends to further these programs by addressing Districtwide sustainable goals. This commitment to sustainability has resulted in substantial savings due to energy efficiency and reduced operational costs, thereby enhancing the District's abilities to focus on its core education mission. The Facilities Master Plan reinforces the District's intention to:

- Incorporate energy efficient practices, materials, and technologies.
- Raise public awareness about the importance of sustainability for the future.
- Develop campuses as learning environments that model sustainable practices.

Accessibility

An objective discussed throughout the planning process was providing improved accessibility. At each of the campuses, there was a focused discussion on considering ways to increase access to the campus, to support services, and to all areas of instruction. While many of the recently completed projects have improved access capabilities, the 2011 Facilities Master Plan includes additional recommendations for continued improvement.

Coastside Communities

The Board of Trustees has had a long-standing commitment to extend College programs and services to Coastside communities. Currently, the Colleges are offering a small number of classes at a leased facility in Half Moon Bay. It is a long-term dream to establish a permanent presence on the Coast, possibly in conjunction with other public partners like the County of San Mateo, City of Half Moon Bay, and the Public Library System.

Campus Environments

Campuses are defined as much by their landscapes as their buildings. The District understands this and is committed to providing quality education within a healthy and beautiful environment. The Facilities Master Plan includes recommendations to continue the development of the College environments from the main gathering areas to the pedestrian pathways and landscaping to the parking lots.

Community Service

The District recognizes the financial support provided by the voters of San Mateo County and intends to offer services to the larger community through shared use of facilities including Theater and Performing Arts, athletic facilities, and the overall campus environment for community use.



Cañada College



Cañada College 2011 Facilities Master Plan

San Mateo County Community College District

HMC Architects

Letter from the President //



Cañada College is pleased to have the opportunity to develop an updated Facilities Master Plan. The development of a Facilities Master Plan (FMP) is an essential activity that maintains a critical and necessary alignment of the College's education and student development priorities with the facilities. The FMP examines state-of-the-art facilities development and design along with the best use of all buildings and the campus itself so that the most effective and appropriate teaching and learning stations are available for students. The Facilities Master Plan follows the learning and program themes of the Educational Master Plan, which relies heavily on research to obtain a keen understanding of instructional and student service needs. In developing the FMP, the College considered the relationship between educational outcomes and the use and accessibility of places where excellence in teaching can take place. Further, the FMP reflects where student life that enhances the educational experience can naturally and most readily occur.

Extensive remodeling, new construction, and beautification of the campus have fortunately already been accomplished during the past nine years. Facility needs remain, however, that relate to the College's educational priorities. They directly affect the ability of the College to fulfill its mission at the level the community, faculty, and staff expect. These needs involve renovation of several buildings so that classes necessary to transfer pathways are available. New construction is proposed to respond to increased enrollment and program development, especially in the STEM (Science, Technology, Engineering, Mathematics) and Workforce Development areas. Remodeling of facilities is planned to make student services more accessible and immediate, located more naturally within the flow of the campus.



The Facilities Master Plan development engaged a broad representation of faculty and staff in the research and thinking stages of the planning. All divisions of the College were represented on the FMP Planning Committee, appointed by the Cañada Planning Council, and all drafts were discussed and commented upon in committees, which address the instruction and student service needs of the College. The outcome, therefore, is the result of gathering together the intellectual and professional resources of Cañada College.

James Keller
Interim President
Cañada College
July 2011



Mission, Vision, and Values //

Mission Statement

It is the mission of Cañada College to ensure that students from diverse backgrounds have the opportunity to achieve their educational goals by providing quality instruction in general, transfer, career, and basic skills education, and activities that foster students' personal development and academic success. Cañada College places a high priority on supportive faculty/staff/student teaching and learning relationships, responsive support services, and a co-curricular environment that contributes to personal growth and success for students. The College is committed to the students and the community to fulfill this mission.

Vision

Cañada College ensures student success through personalized, flexible, and innovative instruction. The College infuses essential skills and competencies throughout the curriculum and assesses student learning and institutional effectiveness to make continuous improvement. Cañada responds to the changing needs of the people it serves by being involved in and responsive to the community, developing new programs and partnerships, and incorporating new technologies and methodologies into its programs and services.

Values

As a student-centered community college, Cañada is committed to the following core values:

- Creating an inclusive environment for teaching and learning by honoring, respecting, and embracing diversity within our College and surrounding community.
- Providing a personal, caring atmosphere.
- Promoting student access, success, self-efficacy, and passion for learning.
- Encouraging a passion for life-long learning.
- Demanding and ensuring excellence in teaching and supporting our students.
- Incorporating ethical approaches into all aspects of the educational process.
- Striving to be an innovative College by responding to the changing needs of students, community, and industry.
- Practicing the inclusion of shared governance processes in all appropriate aspects of College life.

Existing Conditions

Existing Campus Plan //

Cañada College is located on the peninsula linking San Francisco and Silicon Valley. Its attendance area cuts across the entire peninsula and encompasses a wide variety of socio-economically and culturally diverse groups. Recent building renovations and additions combined with significant landscaping, paving, and outdoor furniture improvements have fully framed an internal campus Main Quad. This provides a formwork to support and grow student activities as needed to further enhance a true “campus feel.”

The campus is located in a beautiful hillside setting with wonderful views. Many of the older buildings, however, have limited connection to the outdoors and so do not take full advantage of either the vistas offered or the pleasant climate.

The hillside setting presents some challenges for pedestrian access and expansion of facilities. Relatively flat, easily buildable area within the well-established campus core is limited. Building outside that core requires significant investment in substantial building foundations, and lengthy and/or steep pedestrian access paths, which may still result in difficult parking access.

- 1 Landscaping improvements in Main Quad
- 2 Landscaping improvements in lower Quad
- 3 Building 1, Physical Education, Dance, Kinesiology
- 4 Pedestrian access from the North Quad to Lot 1





Existing Conditions

Campus Development History //

The majority of Cañada's existing buildings were constructed in the 1960s. Buildings 16, 17, and 18 have undergone significant renovation to address program needs and serve the next generation of students. Buildings 1, 3, and 13 remain close to their original condition and exhibit significant need.

While building age is certainly a significant factor, it is not the only reason these buildings need attention. In order to meet student and community needs, the College has added new programs and updated others. Curriculum delivery methods have evolved to reflect more hands-on, interactive, project-based learning, as well as the inclusion of distance learning. Building codes, Title IX requirements, and consideration for those with disabilities have also changed, further increasing the need for significant building renovation.

The recently completed Building 9, Library and Learning Resource Center, defines one edge of the Main Quad, and the addition of significant landscaping, paving, and site furniture has created a wonderful backdrop for campus activity.

The construction of Building 22, Early Childhood Education, established an edge for the new North Quad at the north end of campus. The building plays an important role on campus, housing four of the largest lecture spaces available. However, it also occupies a large footprint at a critical anchor location on the campus, a place where a larger building may eventually be located.

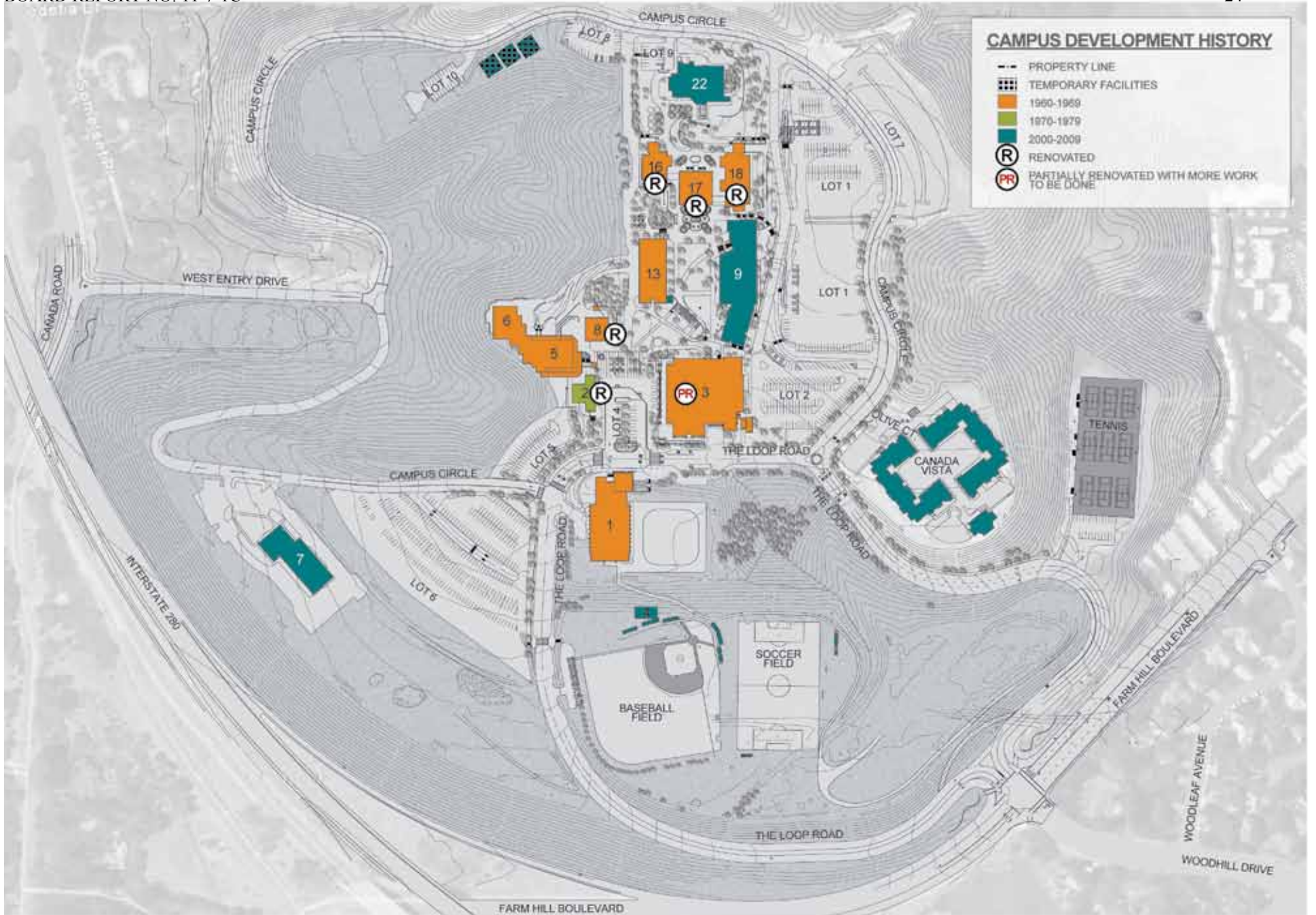
The Cañada Vista campus housing complex and the Facilities Maintenance Center were constructed relatively recently. Their relatively young ages and their outside the core of campus locations mean these buildings do not play significant roles in this iteration of the Facilities Master Plan.

It is intended that Portable Buildings 19, 20, and 21 be removed once they are no longer needed as swing space.

1 Building 22, Early Childhood Education

2 Cañada Vista





Existing Conditions

Existing Campus Zoning //

The Existing Campus Zoning plan uses colors to indicate functional zoning of the campus. Some buildings house more than one major use. In these cases, the use of multiple colors is intended to reflect the rough proportion of the building assigned to each use.

The plan uses the symbol © to represent campus facilities that regularly provide benefit to the greater college community.

Recently completed projects and those currently underway have resulted in the majority of student instructional areas being readily accessible from the campus core with Building 5, Student Center, and 6, Instructional Building, being exceptions. The College's Administration is identifying program location re-assignments that will help improve student access to some of those educational programs currently designated to occur in those buildings.

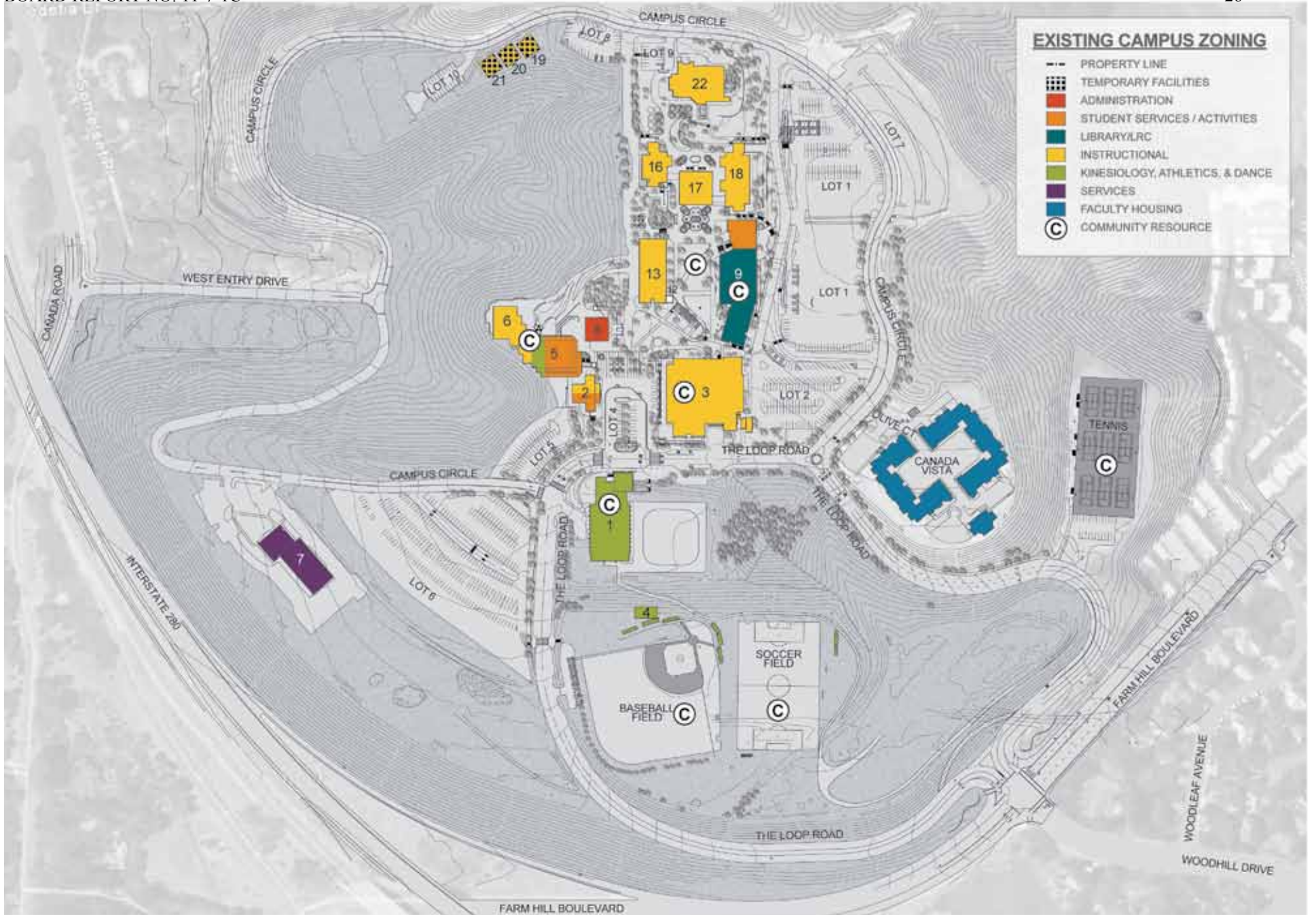
The Main Quad-level floor of Building 13, and the south wing of the first floor of Building 9, Library and Student Resource Center, occupy prime positions adjacent to the Main Quad, but currently house programs that contribute little to the College's goal of concentrating student life in the core of campus. This plan calls for relocation of the Bookstore and other student-centered activities to these locations.

The Facilities Maintenance Center and the Cañada Vista housing complex, located outside The Loop Road, are well- suited for those more remote locations.

Portable Buildings 19, 20, and 21, which are also located outside the campus core, are serving as swing space and will be removed once no longer needed for this purpose.

- 1 Building 5, Student Center
- 2 Quad level of Building 13, Instructional Building





Existing Conditions

Existing Vehicular Circulation //

There are two well-marked campus entry points, one from Farm Hill Road and one from Cañada Road. The long stretches of loop road from the entry points to the campus core afford drivers the opportunity to pick up quite a bit of speed before they enter the core area, creating some potentially hazardous situations.

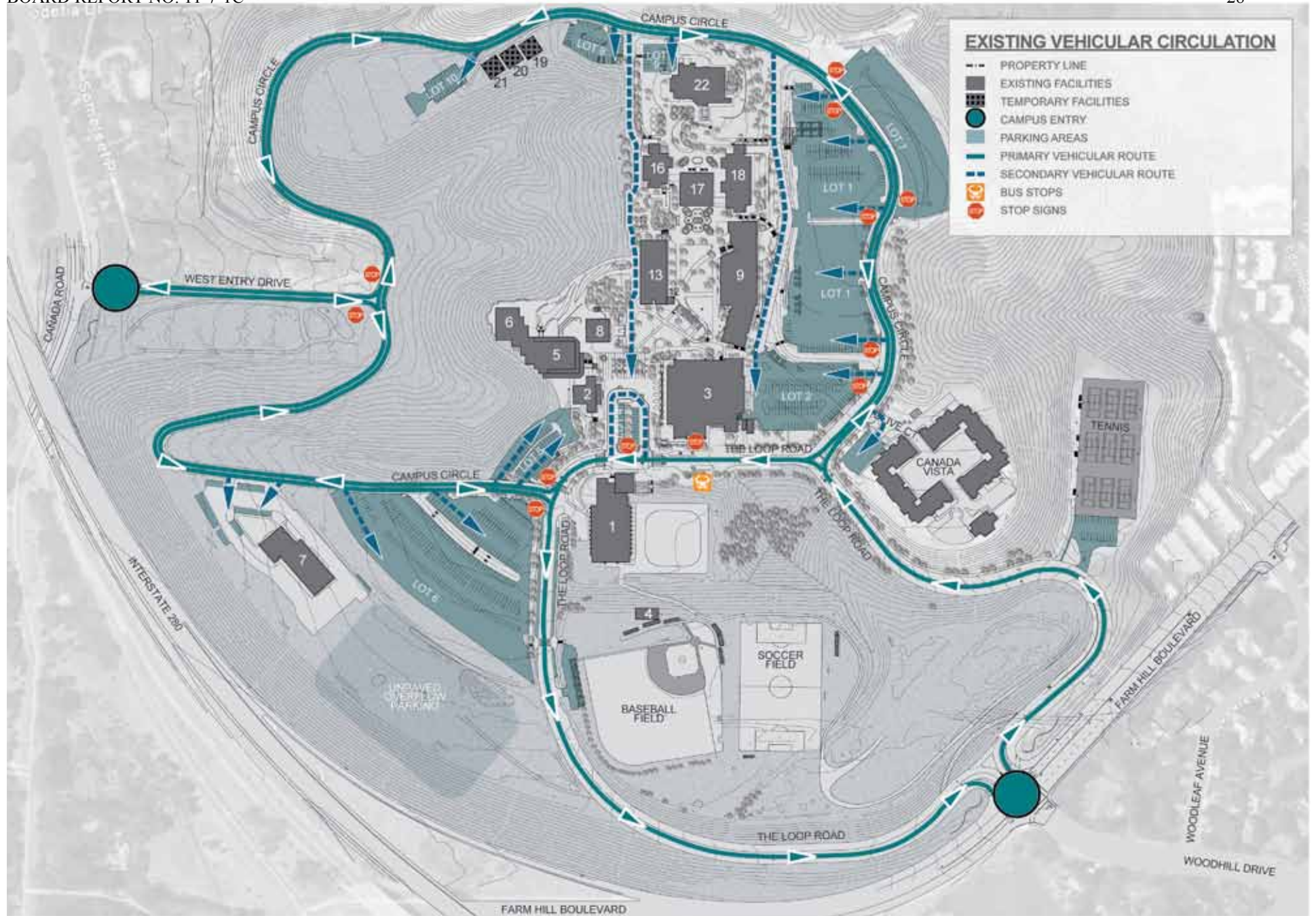
Signage along the entry from Farm Hill Road is placed too close to the first major intersection, meaning drivers are often in a lane other than the one they intend to be in. They then either cross lanes inappropriately or are directed around the entire campus loop road before arriving at the campus core.

Parking is primarily at the campus perimeter. Some spaces are quite a distance from students' destinations, leading to an overall sense of insufficient parking on campus even though the parking count is within the guidelines put forth by the state Chancellor.

The public transit stop is well-situated for direct access to the campus core.

- 1 Long stretches of loop road
- 2 Major intersection on The Loop Road
- 3 Significant level changes between Lots 1 and 2
- 4 Transit center





Existing Conditions

Existing Pedestrian Circulation //

The primary parking lots are to the east and to the southwest of the core instructional area. A few smaller lots support functions at the north end of campus. Some pedestrian access paths from these perimeter locations are not easily recognizable, which can make it difficult to identify ADA-compliant pedestrian access to the core of campus.

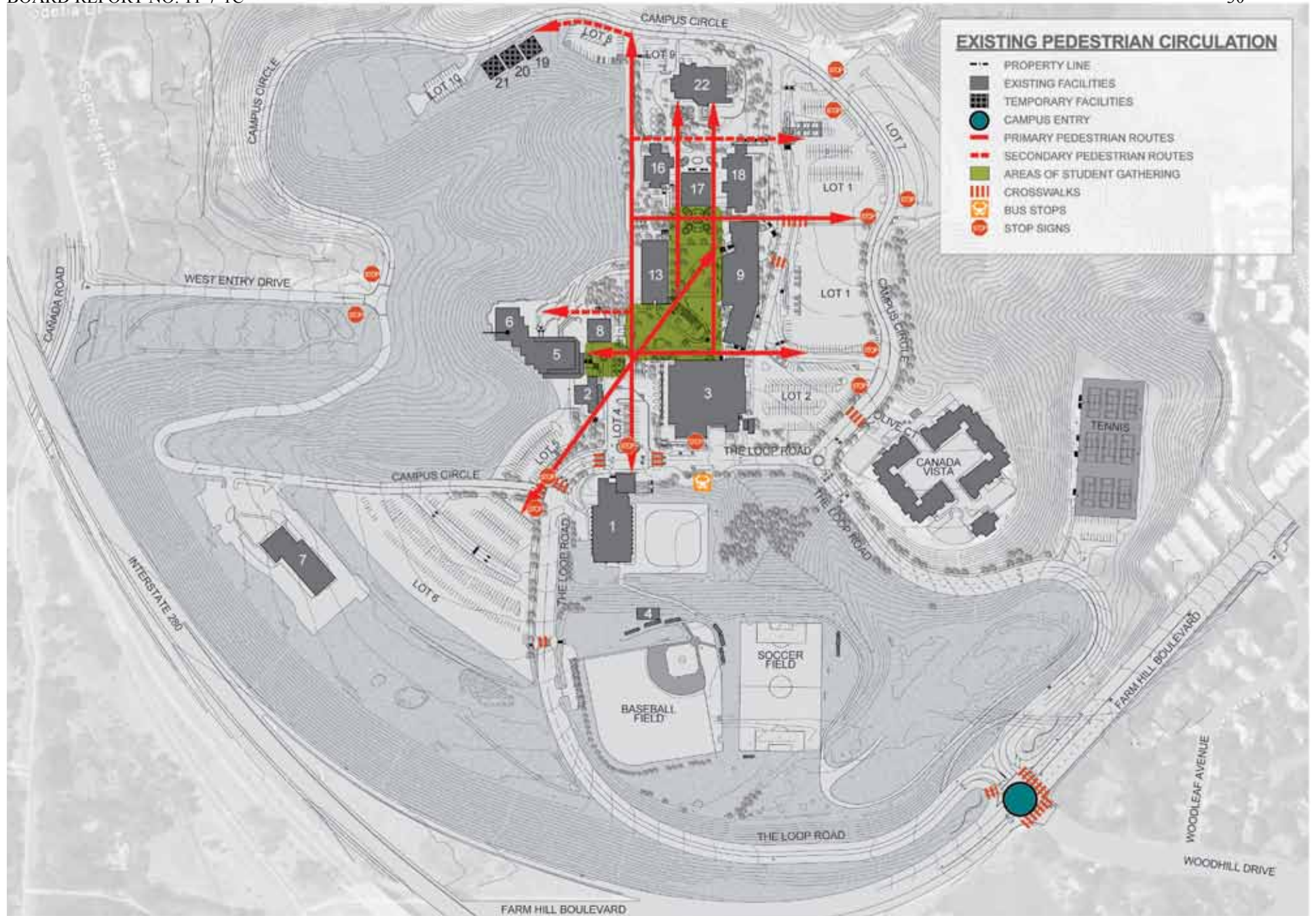
Once pedestrians reach the campus core, most designated pedestrian paths are easily navigated. There are a few exceptions:

- Access to Building 5, Student Center, and Building 6, Instructional Building, while improved with the recent renovation, is still less than ideal.
- Access from the Cañada Vista housing complex is not well-defined.
- The pedestrian access along The Loop Road from Building 3, Humanities/Art/Theater, to Parking Lot 6 coincides with an area of significant vehicle traffic and warrants analysis to assure pedestrian safety.

Local community members take advantage of the lovely setting to walk the campus for exercise and enjoyment. The Loop Road, however, does not afford safe pedestrian access from the main entry points to the core of campus.

- 1 Pedestrian approach to Building 9, Library and Student Resource Center, from Parking Lot 1
- 2 Pedestrian access to Building 5, Student Center, and Building 6, Instructional Building
- 3 Lack of pedestrian sidewalks along The Loop Road
- 4 Pedestrian path to Portable Buildings through Lot 9







Recommendations

2011 Facilities Master Plan //

The 2011 Facilities Master Plan for Cañada College is based on the College's Educational Master Plan. It addresses the current and projected needs for the College and serves as a guide for future development. The recommendations included in this Facilities Master Plan address the Districtwide guiding principles that are summarized in the introduction. The College's Educational Master Plan and these guiding principles were addressed in developing Facilities Planning Priorities that are specific to Cañada College and summarized below.

Facilities Planning Priorities

- Integrate facilities with programming for instruction; provide classrooms and academic support facilities of the right size, configuration, and quantity to align with curriculum.
- Increase the number of large classrooms in order to support current program demand and improve utilization of facilities.
- Address the program needs for Science, Allied Health, and Workforce Development-related programs and provide for the projected expansions of these programs.
- Renovate existing facilities to better support the Performing and Creative Arts.
- Increase the College's ability to support key transfer programs in Kinesiology, Personal and Professional Fitness Training, and Dance.

- Celebrate the experience of College life and create a more collegial campus environment.
 - Create spaces, both indoor and outdoor, to facilitate informal interaction between students, faculty, and staff.
 - Place student support services and student life programs in easily identifiable and accessible locations adjacent to the Main Quad.
 - Provide food service on the Main Quad.
 - Expand campus' ability to support student clubs.
- Enhance pedestrian safety on campus.
- Develop campus facilities to promote a sense of "college campus" and bolster the College's distinctive identity.
- Incorporate site-relevant renewable energy technologies to:
 - Reduce operational costs and allow redirection of funds to instructional programs.
 - Provide leadership in the education of students.
 - Raise awareness in the community about the potential of renewable energy.
- Integrate sustainable design practices in future new construction and renovation projects to increase energy efficiency, reduce water usage, and improve the teaching and learning environment.

- 1 Pedestrian pathways to Quad and Building 9, Library and Student Resource Center
- 2 Landscaping improvements in lower Quad





Recommendations

Facilities Master Plan Projects //

The projects recommended as part of this 2011 Facilities Master Plan for Cañada College are described on the following pages. These projects address the College's Facilities Planning Priorities, accommodate the projected program growth, and define the vision for the future. The order of the projects described is based on the location on campus and does not reflect a priority order.

New Construction or Renovation

- Science, Allied Health, and Workforce Development Building

Renovation or Reconstruction of Existing Facilities

- Building 2, Bookstore
- Building 3, Humanities/Art/Theater
- Building 9, Library and Student Resource Center (southern portion of first floor)

State Approved Projects - Pending Funding

- Building 13, Instructional Building

Projects Pending State Approval

- Building 1, Center for Kinesiology and Dance

Proposed Site Development

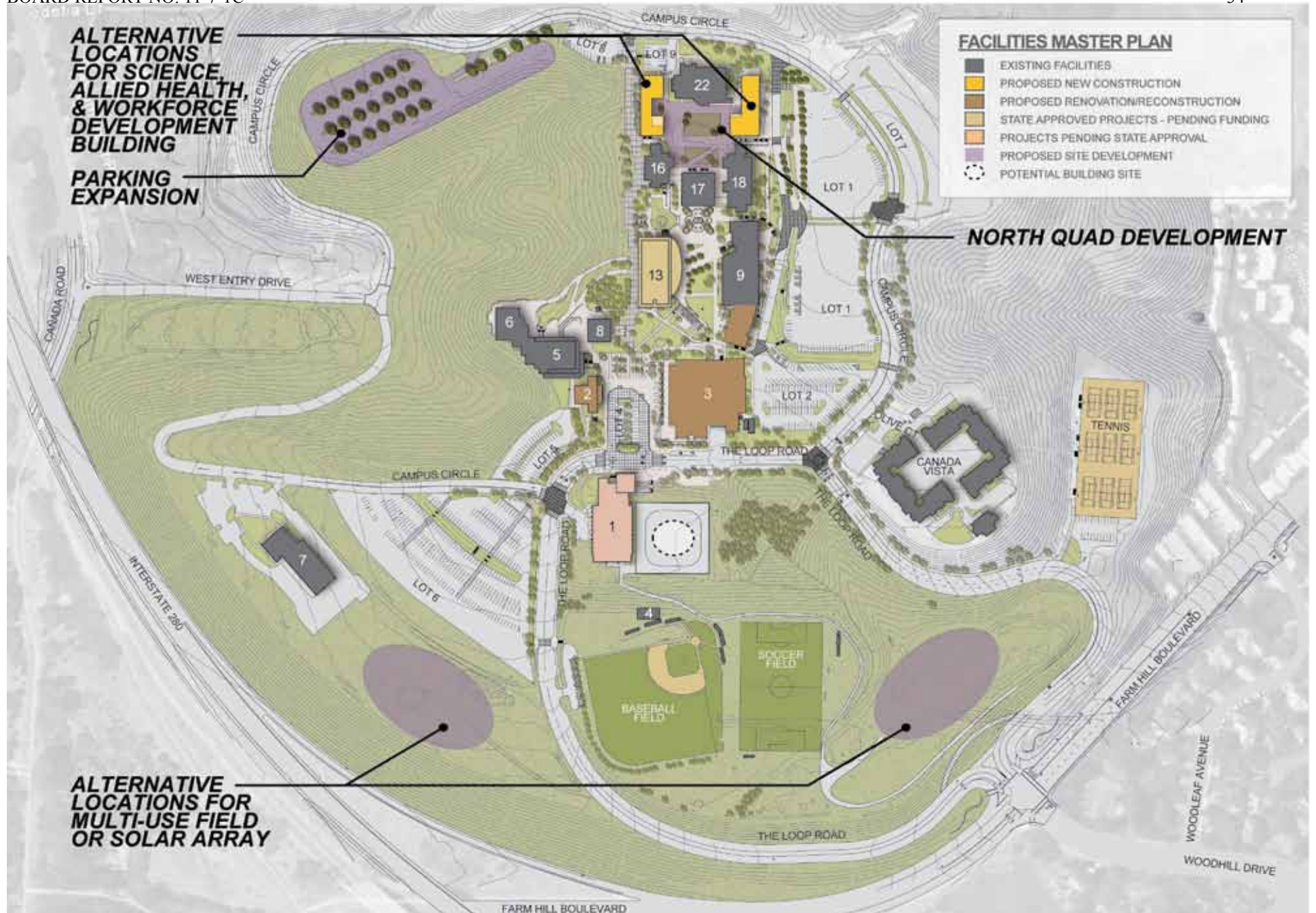
- North Quad Development
- Parking Expansion
- Multi-Purpose Field
- Solar Array

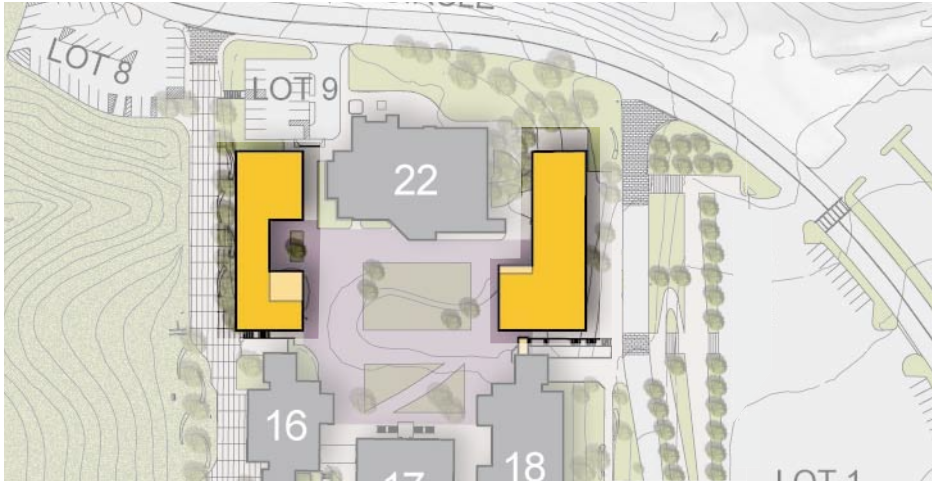
Demolition of Existing Facilities

- Removal of Portable Buildings 19, 20, and 21

Potential Building Sites

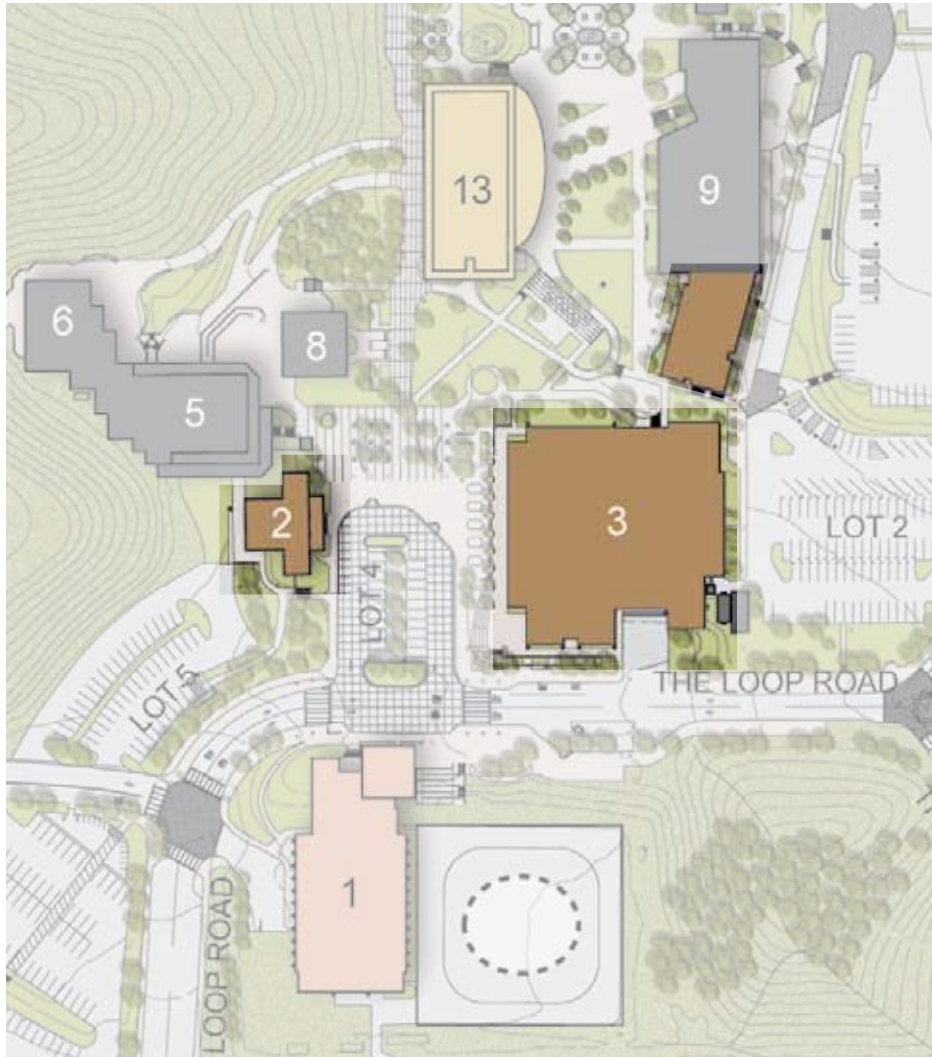
- Site north of Building 16, Instructional Building
- Site north of Building 18, Instructional Building
- Site east of Building 1, Physical Education, Dance, and Kinesiology





New Science/Allied Health/Workforce Development Building

The Facilities Master Plan identifies two possible locations for a new Science, Allied Health, and Workforce Development Building. Either location would help to anchor and define the North Quad area of the campus. The new building should also house large lecture halls to improve the utilization of campus facilities.



Renovation of Building 2, Bookstore

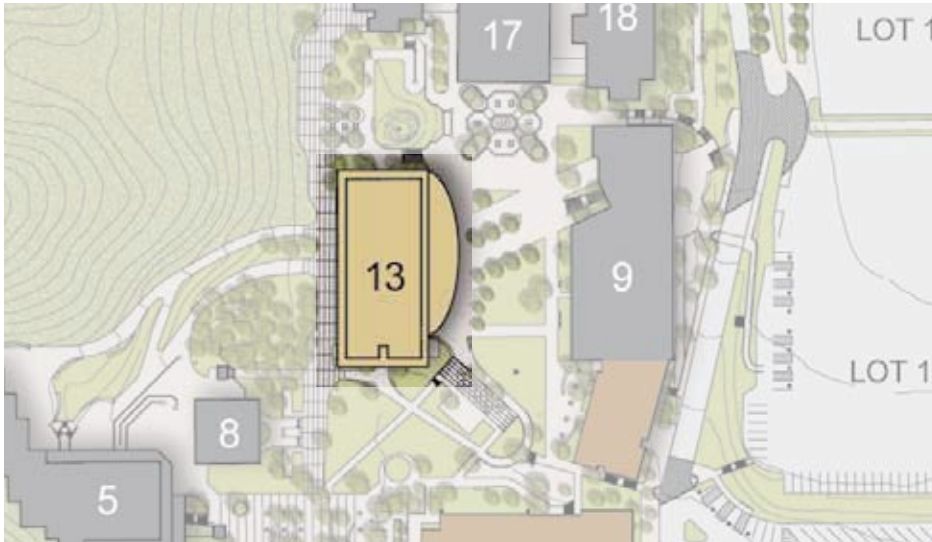
When the Bookstore is relocated, Building 2 will be repurposed to provide additional instructional space for the transfer programs currently located in Building 1, Athletic Facilities.

Renovation of Building 3, Humanities/Art/Theater

The existing Building 3 will be renovated to support the College's Performing Arts, Photography, and Creative Arts programs. Existing spaces, vacated by programs intended to be housed in the new Science, Allied Health, and Workforce Development Building will be reconfigured to accommodate academic program needs, provide additional classroom space, address code issues, and create improved teaching and learning environments.

Renovation of Building 9, Library and Student Resource Center

The Master Plan recommends the relocation of several first floor functions in the south wing to alternate locations and the repurposing of this vacated space to additional student support services in direct proximity to the Main Quad.

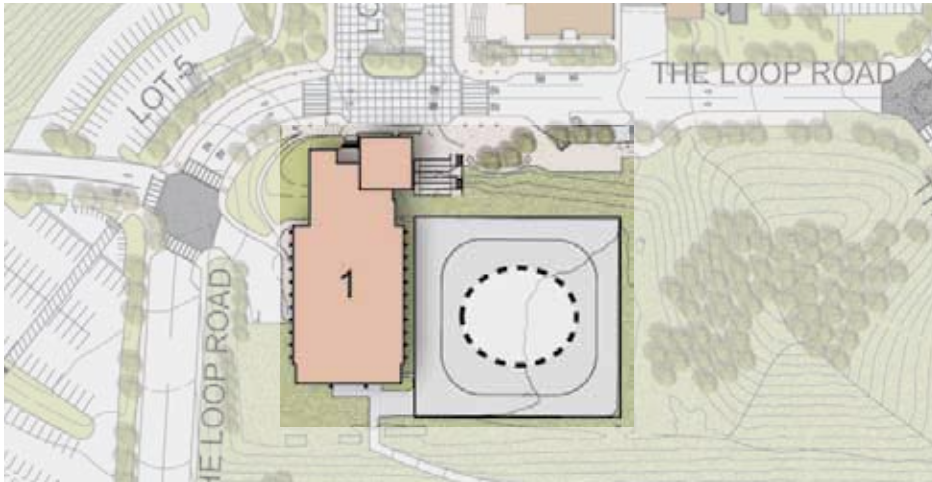


Renovation of Building 13, Instructional Building

Framing the campus core on the west side, Building 13 sits in a strategic location. The Master Plan recommends a reconfiguring of the existing Main Quad-level interiors to house student-centered activities, such as the Bookstore and food service. In addition, spaces for casual student interaction and club activities are recommended to enhance student life and reinforce student connections.

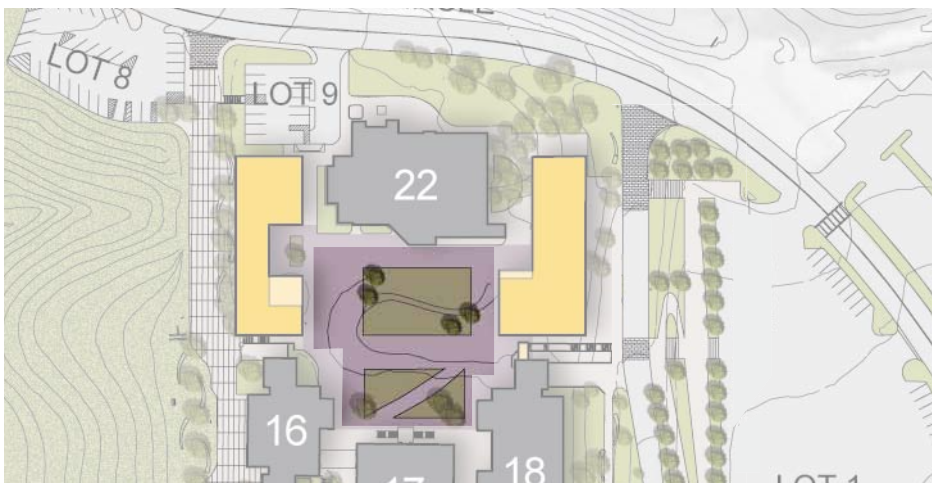
Recommendations for this building include a transformation of the closed, inwardly focused structure into an active, transparent facility that supports program needs and engages with the campus core. The building will be expanded slightly and renovated at the Main Quad level to support student activities functions.

The vertical circulation and egress patterns for the building-as-a-whole will be improved, and the building's heating, ventilating, and air conditioning (HVAC) system will receive a major overhaul as well.



Renovation of Building 1, Physical Education, Dance, Kinesiology

The existing Building 1 will be renovated to support the Kinesiology, Fitness Professional, and Dance programs. Existing spaces will be reconfigured to address program needs; remedy code, Title IX, and accessibility issues; and create improved teaching and learning environments. The College will review the feasibility of future construction to the east of the existing structure to provide additional instructional space.



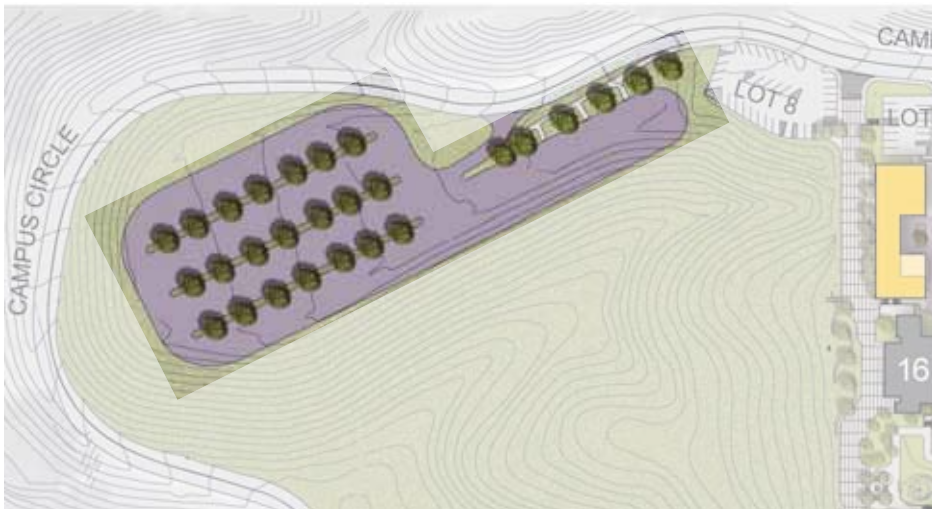
North Quad Development

The addition of a new Science, Allied Health, and Workforce Development Building combined with the relocation or elimination of Building 22’s utility yard will provide an opportunity to enhance the North Quad. The Quad will be designed to support the adjacent programs, to create additional spaces for student collaboration, and to tie pedestrian circulation to newly-developed campus thresholds.



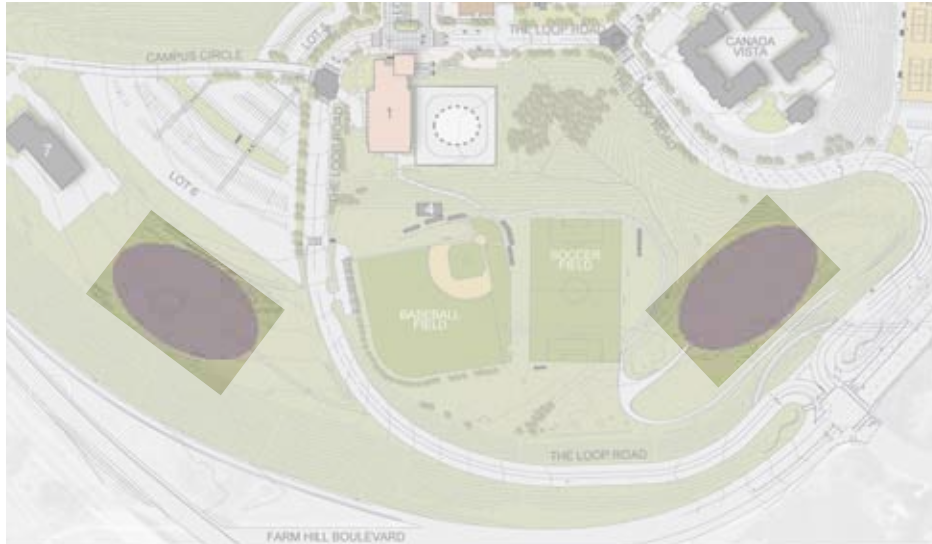
Removal of Portable Buildings 19 through 21

Portables 19 through 21 have been serving as temporary instructional space for programs displaced by other campus construction. They will be removed from the campus once there is space available to accommodate the programs housed there.



Parking Expansion

Following the removal of Portable Buildings 19 through 21, the Master Plan recommends development of this area as additional parking to support the new Science, Allied Health, and Workforce Development Building on the north end of campus. As part of this development, a clear pedestrian path will need to be provided in order to connect to the campus core.



Multi-Purpose Field

The Master Plan recommends the development of a multi-purpose field in one of two locations on the south end of campus. This field would support campus-based activities as well as use by the surrounding campus communities.

Solar Array

As part of a Districtwide effort to explore opportunities to improve sustainability of operations, reduce utility expenditures, and model environmental stewardship to its students and to the community, the District has commissioned a report to identify possible locations for a solar array on Cañada's campus. While the results of this study will not be available in time to incorporate into this Facilities Master Plan, a solar array may eventually be incorporated into the campus plan. The location will be selected to provide maximum return on investment to the District. Consideration of campus functionality and the possibility of additional future expansion of campus facilities outside the range of time anticipated in this plan will also be taken into account.

Recommendations

Proposed Vehicular Circulation //

Improvements to vehicular circulation over the past decade include the enhancement of the campus gateway entrances, the development of bus drop-offs and transit stops, and the creation of additional parking.

The Facilities Master Plan recommends additional parking on the northwest side of the campus on the site currently occupied by Portable Buildings 19 through 21, Parking Lot 10, and some of the adjacent open space.

Additional signage aimed at better illustrating vehicular circulation options for drivers – especially along the approach to the first major on-campus intersection, just below Parking Lot 2 – is recommended. A review of the vehicular and pedestrian interface along The Loop Road stretching from Building 3, Humanities/Art/Theater, to Parking Lot 6 is also needed in order to improve safety.

- 1 Vehicular campus entry from Farm Hill Boulevard
- 2 Vehicular campus entry from West Entry Drive
- 3 Drop-off at Lot 4
- 4 Proposed location for additional parking at Lot 10



Recommendations

Proposed Pedestrian Circulation //

The pedestrian circulation patterns have been significantly improved over the past several years and include the development of pedestrian thresholds into the campus core. With the proposed expansion of the campus core to the north and the expansion of parking, new thresholds and site improvements are recommended:

- The removal of the earth mound occupying much of the North Quad.
- A more clearly marked and easily visible pedestrian path from Parking Lot 1.
- A clearly identified pedestrian path from the proposed new parking area on the northwest side of campus.
- A well-marked and easily accessible pedestrian pathway from the Cañada Vista housing complex into the campus core.
- A safe path of travel from the main entries into the campus core for community members who “walk the campus”.
- A well-defined pedestrian link from Parking Lot 6 to the Main Quad.
- An enhanced pedestrian connection from Building 1, Physical Education, Dance, and Kinesiology, to the Main Quad.



- 1 Earth mound in North Quad
- 2 Amphitheater
- 3 Student gathering areas to the south of Building 17, Science
- 4 Pedestrian walkway to the west of Building 9, Library & Student Resource Center



College of San Mateo

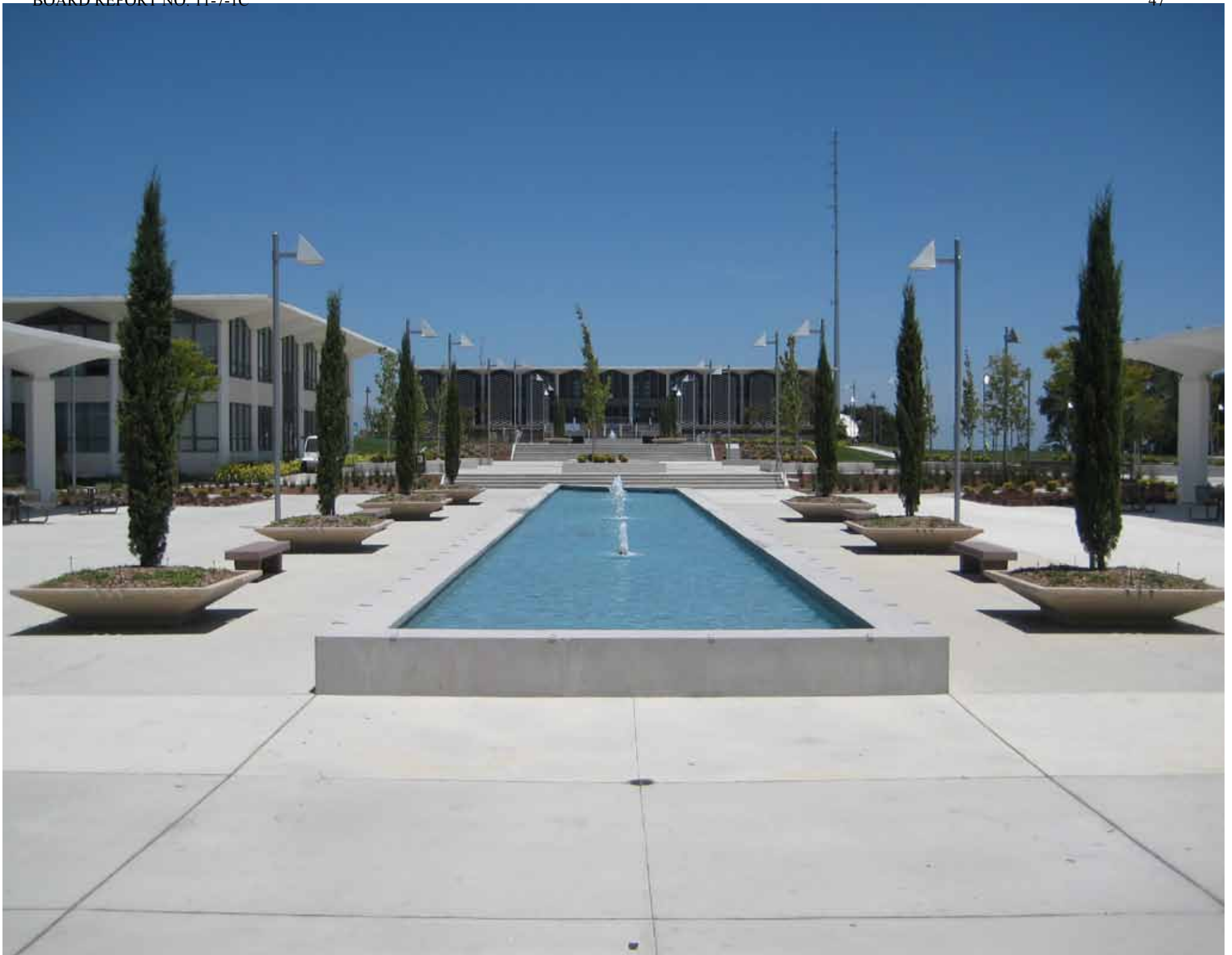


COLLEGE^{of}
SAN MATEO

College of San Mateo 2011 Facilities Master Plan

San Mateo County Community College District

HMC Architects



Letter from the President //



Since its founding in 1922, College of San Mateo has occupied several sites, moving to its current location in the hills above San Mateo in 1963. Over the last several years, the college campus has been transformed. New landmark buildings, such as College Center and the Health and Wellness Building, complement the existing campus architecture. Furthermore, many structures have been renovated to provide a comfortable, state-of-the-art learning environment for our students. The College has also incorporated numerous sustainability measures as a part of the design effort.

College of San Mateo's 2011 Facilities Master Plan is the culmination of input from college constituent groups and is based on the College's Educational Master Plan. The 2011 Facilities Master Plan builds upon prior Facilities Master Plans and will allow completion of the overall vision for the College, which has been articulated in earlier plans.

Recommendations of the 2011 Facilities Master Plan include the modernization of two classroom buildings and the gymnasium building, renovation of the Theatre to make needed accessibility improvements, and renovation of the Library Building to better support contemporary library practices. In addition, the plan calls for the demolition of Building 1, the Administration Building, which is no longer needed since most programs that were housed in this building have relocated to other parts of the campus. Finally, the College's nearly fifty year old Facilities Maintenance Center is nearly 50 years old and is outdated and inefficient. This plan recommends that a new Facilities Maintenance Center be constructed.

The College will celebrate its 50th year at the College Heights location in 2013. The projects detailed on the following pages will complete the vision of renovating the campus to provide the best possible learning environment for our current students and for generations to come.

A handwritten signature in black ink that reads "Michael Claire". The signature is written in a cursive, flowing style.

Michael Claire
President
College of San Mateo
July 2011

Mission, Vision, and Values //

Mission

College of San Mateo, the first community college in San Mateo County, is an open-access, student-focused, teaching and learning institution, which serves the diverse educational, economic, social, and cultural needs of its students and the community. By offering comprehensive, quality programs and services, and by measuring student learning, College of San Mateo educates students to participate successfully in a changing world.

Vision

It is our belief that we must continue to build on our strengths to provide an educational experience that, within College of San Mateo's mission, is appropriate to the needs of our students.

- College of San Mateo will prepare students to be informed, active, engaged citizens in a global society.
- College of San Mateo will continue its commitment to robust programs in transfer, occupational education, basic skills, and lifelong learning.
- College of San Mateo will recruit, support, and retain the best faculty, staff, and administrators.
- College of San Mateo will strengthen partnerships with businesses and industry and other educational institutions.
- College of San Mateo will nurture a campus climate that is inviting and intellectually stimulating to all students and staff.
- College of San Mateo will endorse, support, and actively pursue a policy of inclusiveness that recognizes, values, and reflects the diversity of the community we serve, the professionals with whom we serve, and the subject matter we impart.



- College of San Mateo will create a supportive learning environment that maximizes the synergy between instruction and student support services.
- College of San Mateo will demonstrate a conscious effort to support student in- and out-of-class learning, to measure that learning, to assess how well learning is occurring, and to make changes to improve student learning.
- College of San Mateo will support institutional needs identified through program review for updating facilities and equipment to enhance learning environments.
- College of San Mateo will promote institutional advancement as a means to increase visibility and funding for program support.
- College of San Mateo will promote institutional effectiveness based on research, planning, resource management, and evaluation.

Values

College of San Mateo is a vital community resource. We have an individual and collective responsibility to manage this resource and to fulfill our mission and vision to the best of our ability. To that end:

- we believe in encouraging and motivating students to seek, identify, and achieve individual educational goals by providing an intellectually challenging, student-focused environment.
- we believe in fostering sensitivity to, respect for, and appreciation of the individual differences among the College's diverse student, faculty, and staff.
- we believe that the effectiveness of any College action should be assessed by comparing results against measurable goals and standards.
- we believe in supporting and promoting informed risk-taking supported by institutional research and encouraging innovation and creativity in pursuit of College goals.

Existing Conditions

Existing Campus Plan //

College of San Mateo, at the northern edge of Silicon Valley, occupies a 153-acre site in the San Mateo hills that provides a panoramic view of San Francisco Bay.

The recent addition of several major new buildings and the renovation (and planned demolition) of others, combined with significant landscaping and paving projects, have addressed program needs and enhanced the overall campus experience. The development of the strong north-south axis strengthens connections to both the Main Quad and some key campus facilities including the new Health and Wellness Center, the Fine Arts Complex, and parking.

While offering majestic views, the hillside setting has presented some challenges for development over the years. With buildings and parking lots located at a variety of levels, pedestrian access paths are often difficult to navigate, and campus wayfinding from some of the outlying areas into the campus core is challenging.

- 1 View of the San Francisco Bay from Building 10, College Center
- 2 Connection from Building 5, Health & Wellness, to the campus core
- 3 Connection from Building 9, Library, to the Creative Arts Complex
- 4 View of the San Francisco Bay from Building 5, College Center





Existing Conditions

Campus Development History //

The majority of College of San Mateo's existing buildings were constructed in the 1960s. Instructional Buildings 14, 15, 16, 17, and 18 have undergone significant renovation to address program needs and serve the next generation of students, but other campus buildings remain close to their original conditions. Building 1, Administration, and Building 7, Facilities Maintenance Center, have not been renovated. Building 9, Library, has undergone a renovation for seismic strengthening, but not for improvement of function or appearance. And while Instructional Buildings 8, 12, and 19 have received some partial renovations, they still exhibit significant need.

While building age is certainly a significant factor, it is not the only reason these buildings need attention. In order to meet student and community needs, the College has added new programs and updated others. Curriculum delivery methods have evolved to reflect hands-on, interactive, project-based learning, as well as the inclusion of distance learning. Building codes, Title IX requirements, and consideration for students with disabilities have also changed, further increasing the need for significant building renovation.

The addition of Building 36, Science, at the north end of campus helped to "right-size" the north-south corridor by creating an anchor building at the north end of campus.

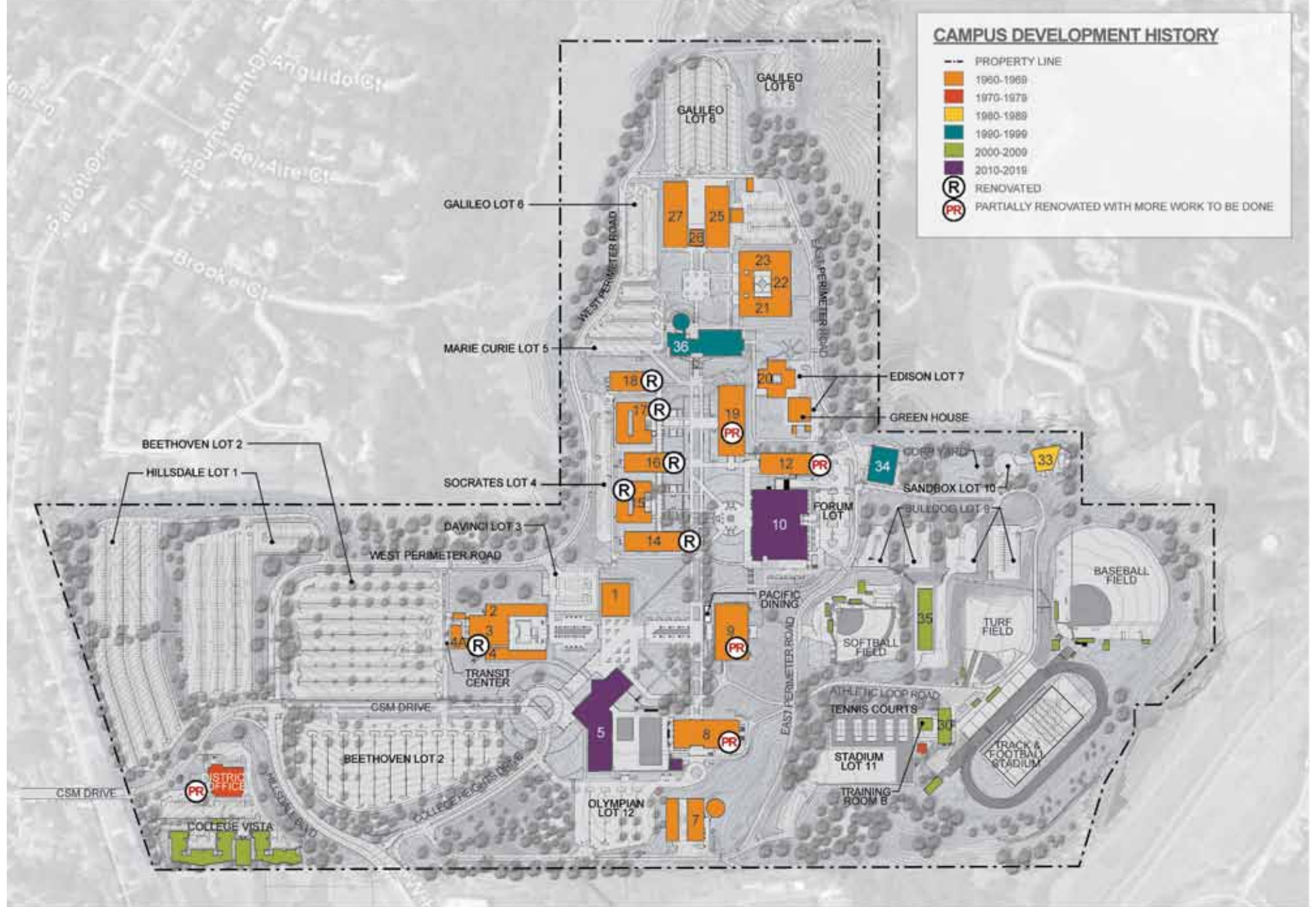
The recent completion of Building 5, Health and Wellness Center, and Building 10, College Center, has enhanced the sense of a unified college campus. With their shared architectural vocabulary and prominently angled forms, these buildings have revitalized and reinforced the north-south axis. The activities they house have helped to redistribute student and community activity, bringing additional life to the Main Quad, and establishing an iconic main campus entry.

The recent completion of the stair and elevator tower at the west end of the Fine Arts Complex provides a direct pedestrian link from the public transit center to the heart of the campus.

1 Building 16, Central Hall

2 Building 8, Gymnasium





Existing Conditions

Existing Campus Zoning //

The Existing Campus Zoning plan uses colors to indicate functional zoning of the campus. Some buildings house more than one major use. In these cases, the use of multiple colors is intended to reflect the rough proportion of the building assigned to each use.

The plan uses the symbol © to represent campus facilities that regularly provide benefit to the community outside of the College campus.

Recently completed projects and those currently underway have resulted in the majority of student instructional areas being readily accessible from the campus core.

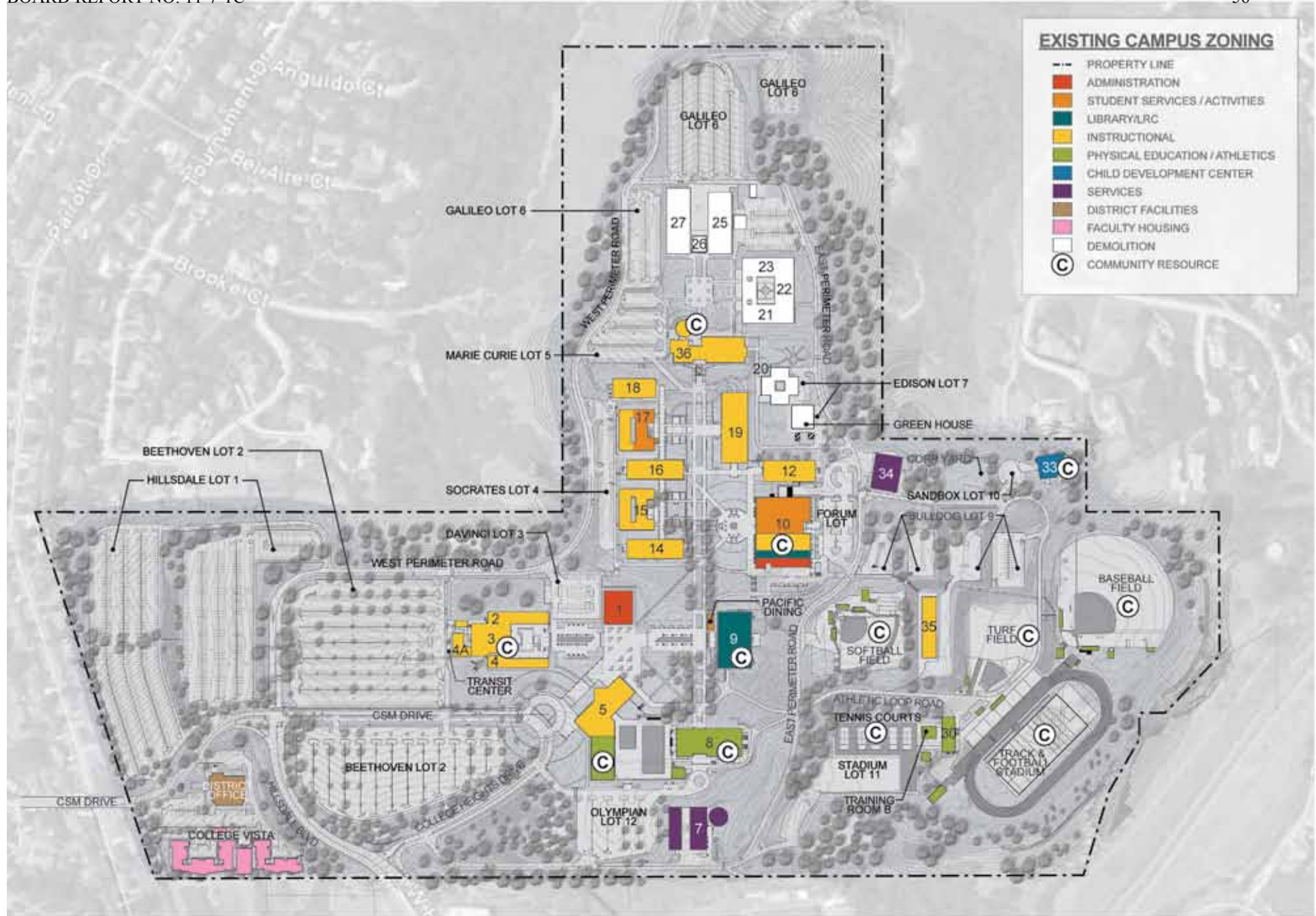
With the completion of Building 10, College Center, and the renovation of Building 17, many of the student support services are now located adjacent to and easily accessible from the primary north-south pedestrian corridor. The College administration is identifying additional program location re-assignments that will help improve access to these support services, making sure they, too, will be readily accessible from the campus center.

Several new buildings identified in previous master plans have recently come on line. These buildings better meet the College's educational and student support needs, so Instructional Buildings 20 through 27 are currently being readied for demolition. This will create a more walkable campus appropriate to the size of the projected enrollment and also provide much needed parking.

1 Building 17, Student Life and Faculty Offices

2 Building 27, formerly Multimedia





Existing Conditions

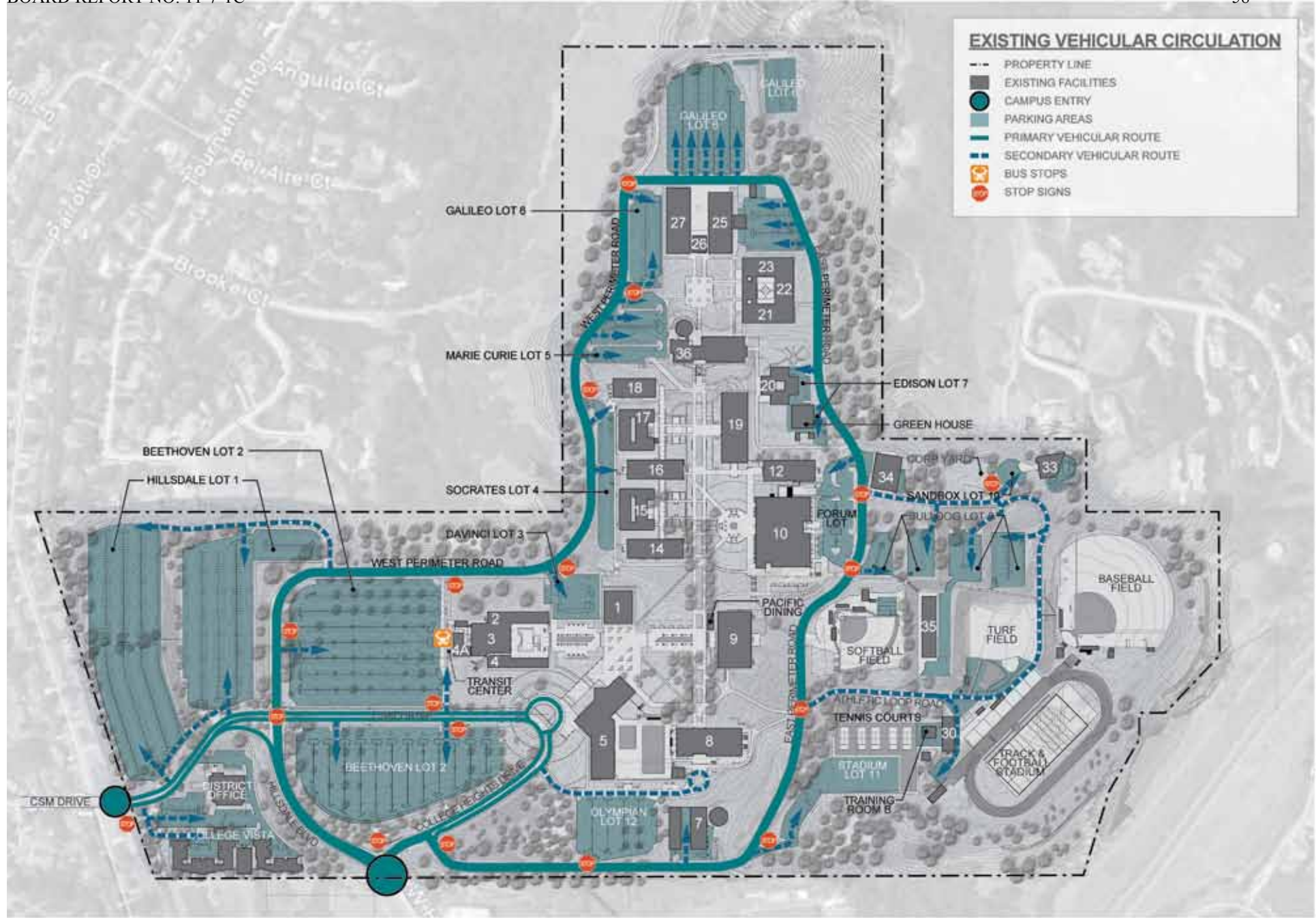
Existing Vehicular Circulation //

The major campus entry point is from West Hillsdale Boulevard. From there, drivers either follow College Heights Drive or continue on to the West Perimeter Road. The secondary entrance is through the residential neighborhood to the west via Parrott Drive onto CSM Drive. Both entry locations provide easy vehicular access onto the two-way loop road that defines the perimeter of the campus.

The recent improvements and additions to campus parking lots have improve distribution of parking spaces around the campus perimeter with multiple points of access into the College's core.

- 1 College Heights Drive
- 2 Beethoven Lot
- 3 Socrates Lot
- 4 DaVinci Lot





Existing Conditions

Existing Pedestrian Circulation //

The campus' hillside setting, with its lengthy and often steep pedestrian pathways, creates some challenges for students, visitors, faculty, and staff to identify ways to enter campus from the parking lots.

The recently completed stair and elevator tower at the western end of Buildings 2, 3, and 4, Fine Arts Complex, provides a direct ADA-compliant link from the public transit stop to the heart of the campus. Additional signage directing passengers from the transit stop to the tower would improve the experience for first-time visitors.

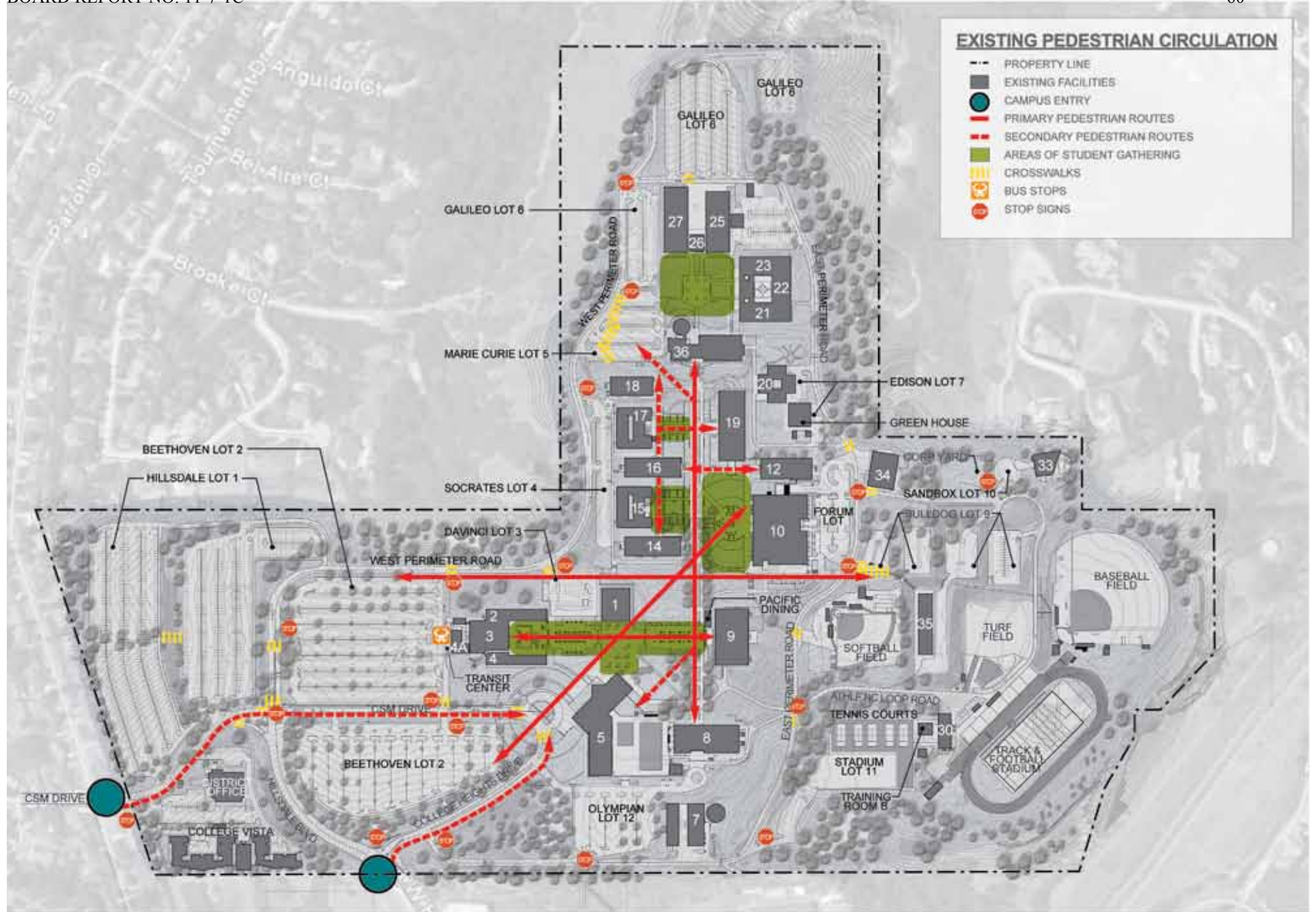
Once pedestrians reach the campus core, circulation is easily navigated. The completion of Building 10, College Center, has provided an ADA-compliant pathway linking the Main Quad to the southern half of the campus.

Community members take advantage of the lovely campus setting to walk for exercise and enjoyment. The loop road, however, does not afford safe pedestrian access from the main entry points to the core of campus.

Pedestrian use the Perimeter Road on both the east and west side of campus. Some portions of the Perimeter Road lack accessible sidewalks, which creates safety and ease of travel challenges for pedestrians.

- 1 Steep pedestrian pathways
- 2 Stair and elevator tower at the Creative Arts Complex
- 3 Pedestrian approach to Building 10, College Center
- 4 Lack of pedestrian pathways at the entry to CSM Drive







Recommendations

2011 Facilities Master Plan //

The 2011 Facilities Master Plan for College of San Mateo is based on the College's Educational Master Plan. It addresses the current and projected educational needs for the College and serves as a guide for future development. The recommendations included in this Facilities Master Plan address the Districtwide guiding principles that are summarized in the introduction. The College Educational Master Plan and these guiding principles were addressed in developing Facilities Planning Priorities that are specific to College of San Mateo and summarized in this document.

Facilities Planning Priorities

- Renovate existing buildings to further support classroom instruction and student support services needs.
- Create a campus focal point to support a variety of outdoor student activity.
- Create clearly identifiable, ADA-compliant pedestrian pathways:
 - From the public transit stop.
 - From parking lots to the campus core and athletic facilities.
 - From campus entries for those community members who walk around the campus.

- Celebrate the experience of College life by developing interior and exterior spaces that reinforce the importance of and appreciation for education.
- Improve the College's ability to maintain its building assets.
- Enhance the District's maintenance and recycling capabilities.
- Incorporate renewable energy technologies to:
 - Reduce operational costs and allow redirection of funds to instructional programs.
 - Provide leadership in the education of students.
 - Raise awareness in the community about the potential of renewable energy.
- Integrate sustainable design practices in future new construction and renovation projects to increase energy efficiency, reduce water usage, and improve the teaching and learning environment.

1 Building 10, College Center

2 Building 5, Health and Wellness Center





Recommendations

Facilities Master Plan Projects //

The projects recommended as part of this 2011 Facilities Master Plan for College of San Mateo are described on the following pages. These projects address the College's Facilities Planning Priorities, accommodate the projected program changes, and define a vision for the future. The order of the projects described is based on the location on campus and does not reflect a priority order.

New Construction or Renovation

- Building 7, Facilities Maintenance Center

Renovation or Reconstruction of Existing Facilities

- Buildings 2 and 3, Fine Arts Complex
- Building 9, Library
- Building 12, Instructional Building

State Approved Projects - Pending Funding

- Building 8, Gymnasium

Projects Pending State Approval

- Building 19, Emerging Technologies Center

Demolition of Existing Facilities

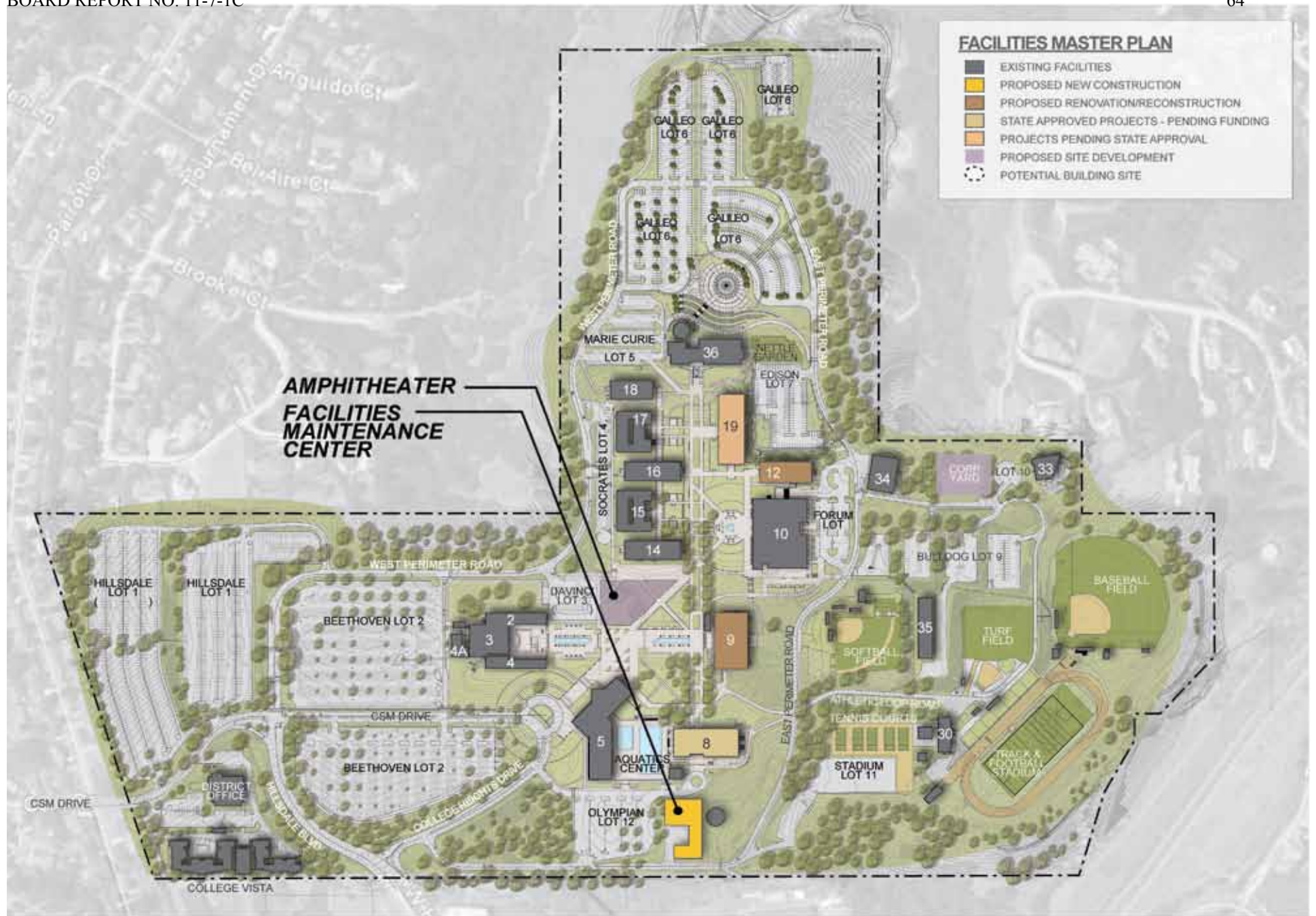
- Building 1, former Administration Building

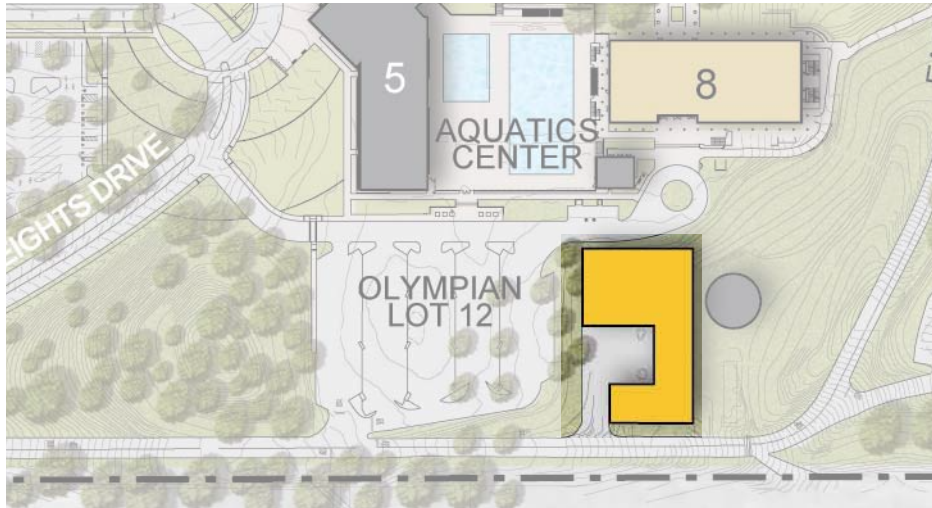
Proposed Site Development Projects

- Amphitheater
- Corporation Yard
- Fuel Cell

Potential Building Sites

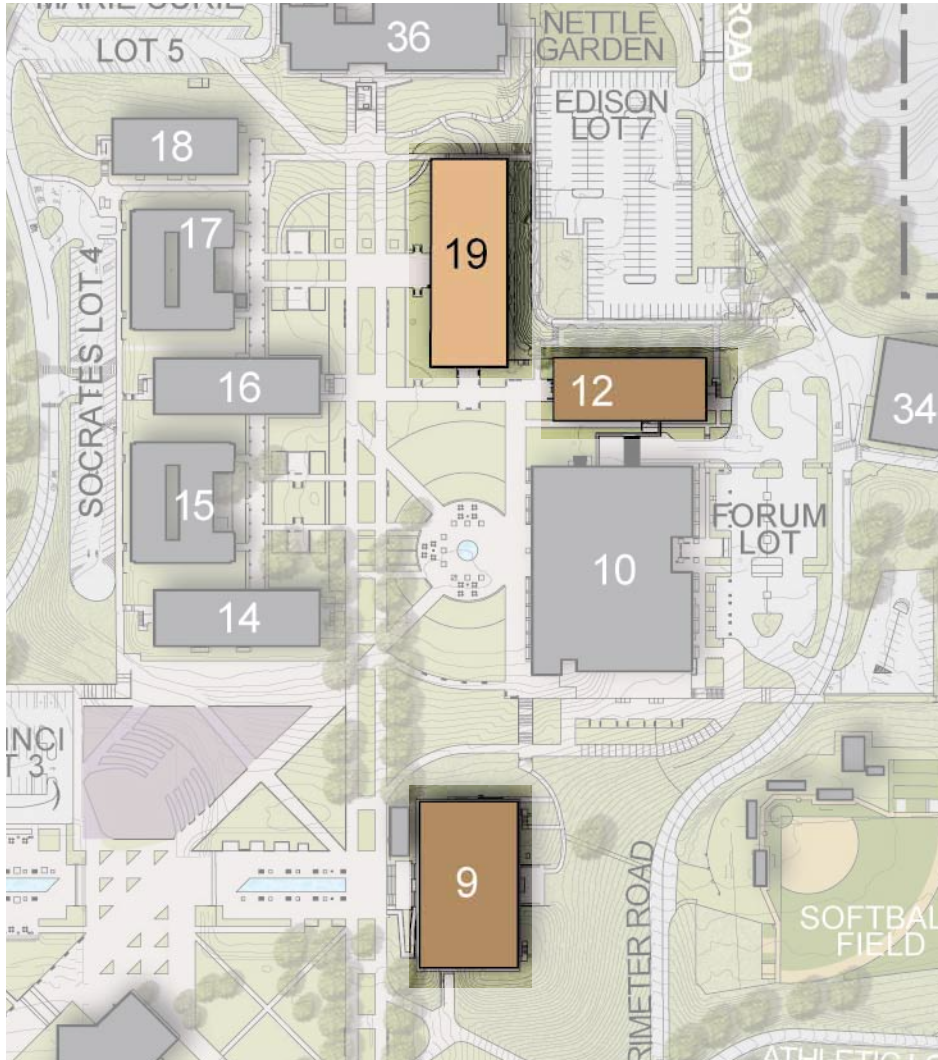
- The new Amphitheater on the site of the existing Building 1, former Administration Building, has been identified as a potential building site for future development.





New Building 7, Facilities Maintenance Center

The Facilities Maintenance Center is nearly 50 years old, is in great disrepair, and has outdated systems and equipment. The Master Plan proposes to construct a new Facilities Maintenance Center. The new center will replace the inadequate facility and provide appropriate administrative, operational, office, engineering, shop spaces, and vehicle storage for facilities and maintenance.

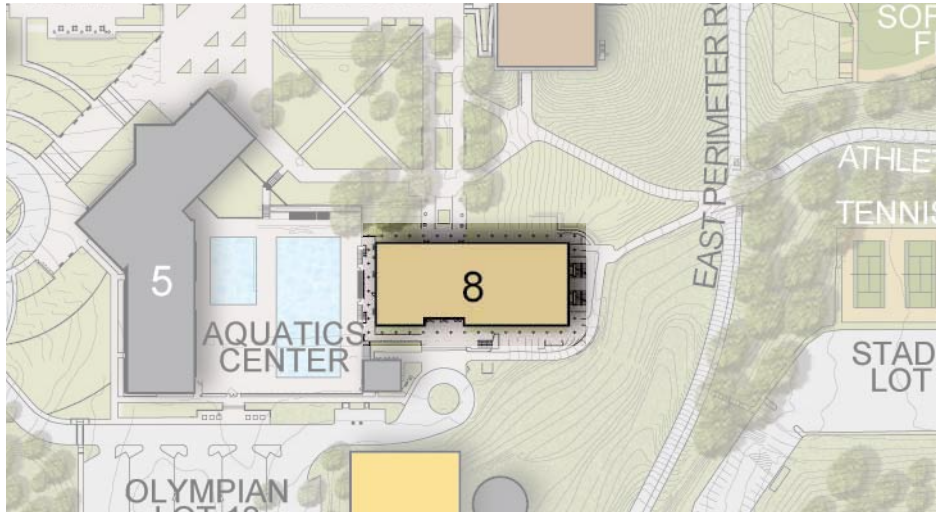


Renovation of Building 9, Library

The Library has been upgraded for seismic safety, but program needs have not yet been fully addressed. The renovation of this building will incorporate state-of-the-art technologies to address changes in the ways students, faculty, and staff access information. The modernization of the building will also include the provision of space for the consolidation of the Information Technology Services Department.

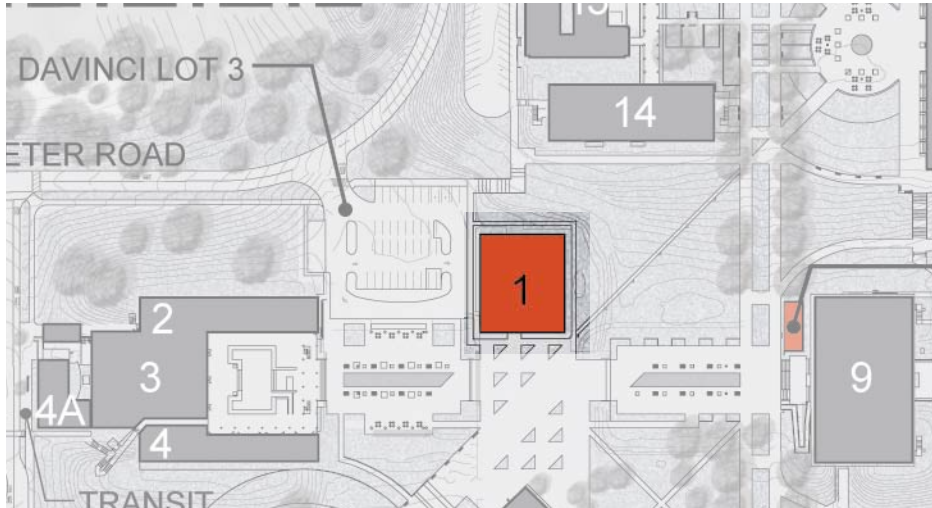
Renovation of Buildings 12, Instructional Building, and Building 19, Emerging Technologies Center

Some portions of Buildings 12 and 19 have recently been renovated, but there is still a need to upgrade the remaining portions, which this project will address. Laboratories that support the College's science and emerging technologies programs will be modernized to support current program needs. Additional upgrades will support the College's Center for the Scholarship of Teaching and Learning (SoTL).



Renovation of Building 8, Gymnasium

The Gymnasium will be renovated to support program needs, address access compliance issues, and improve its deteriorating condition in order to complement the recently-completed Health and Wellness Center. Renovations include improvements to the gymnasiums and locker rooms as well as an expansion of instructional spaces at the lower level that will directly access the Aquatics Center pool deck.



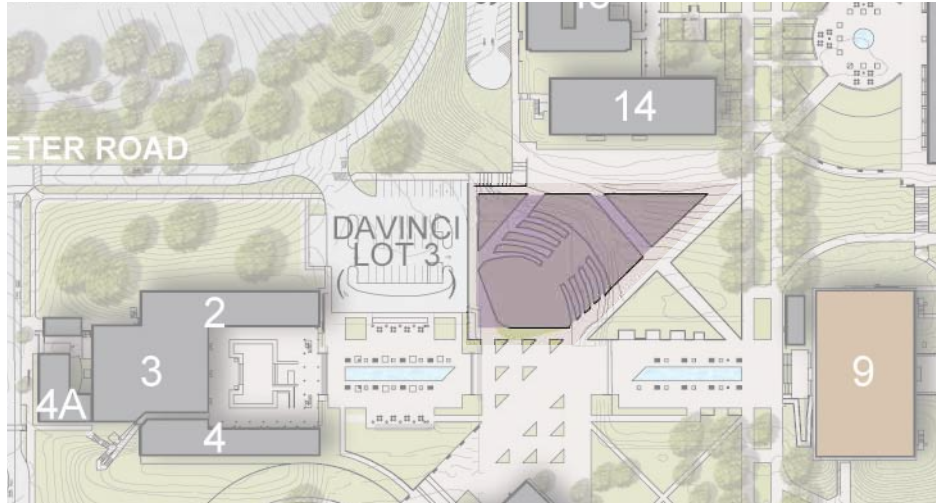
Demolition of Building 1, former Administration Building

Most of the functions previously housed in Building 1 have been relocated either to the newly constructed Building 10, College Center, or to other renovated spaces. A few, such as Student Health, Psychological Services, and Campus Security, still remain, as new locations are identified for them elsewhere on campus. Once those functions have been relocated, this outdated building may be demolished.

The College's Main Point of Entry, MPOE, for telephone and data communications is located in Building 1 and is critical to providing information technology to the entire San Mateo Community College District. Any modifications to the existing Building 1 will require careful logistical planning for this critical District infrastructure.

Data Center

Information Technology Services, ITS, has for years been providing the effective use of information technology to support the District's teaching and learning environments. ITS has been very resourceful in providing quality services while operating with a deficient infrastructure and with a decentralized staff due to the lack of a centralized Data Center. It is an objective of the Facilities Master Plan to implement a consolidation of ITS resources and infrastructure to improve the operating efficiency of Information Technology Services to better serve faculty, staff and students.

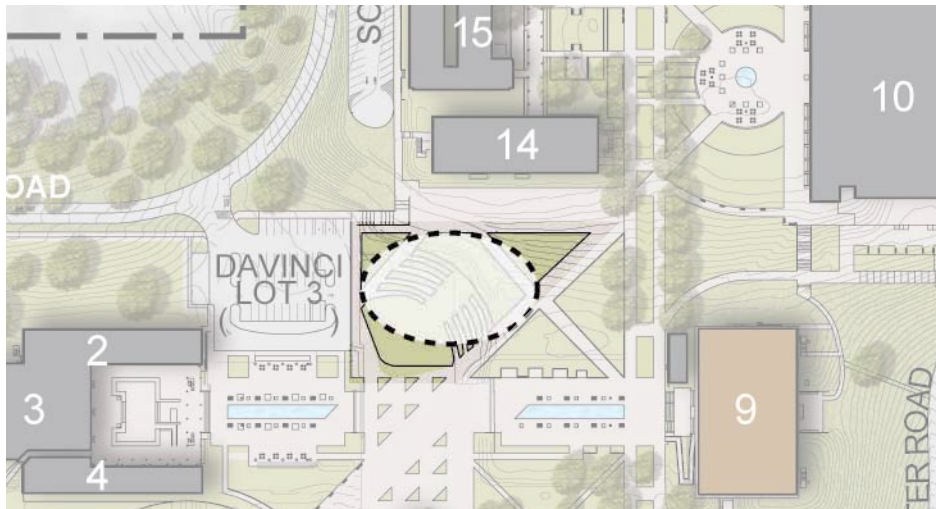


Amphitheater

The planned demolition of Building 1 creates an opportunity to take advantage of the natural terrain to construct an amphitheater. This Amphitheater addresses the College's desire to improve campus life and create a more collegiate environment. It will support a variety of large and small gatherings for performances, speeches, and ceremonies as well as casual student interaction. This hub of student activity will further reinforce the Main Quad as the heart of the campus.

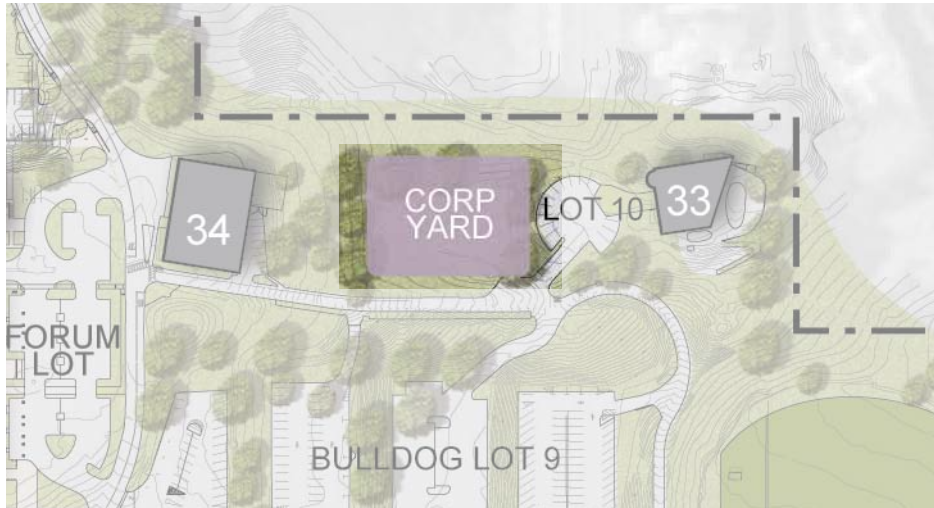
Renovation of Buildings 2 and 3, Fine Arts Complex

The relatively minor renovations proposed for these buildings include upgrades to sound systems, media capabilities, and acoustics for the Choral and Theater spaces. Americans with Disabilities Act (ADA) improvements will also be incorporated.



Potential Building Site

Based on the College's Educational Plan and projected enrollment, the campus currently has an adequate amount of built space. The renovation projects identified in this Master Plan will address the program needs and improve the utilization efficiency of its existing facilities. Should the campus experience unexpected growth beyond the Master Plan horizon, the area identified as the location for a new Amphitheater could be used as a future building site.



Corporation Yard Renovation

Renovations to the College's Corporation Yard will include the addition of a small administrative office space and service vehicle protection as well as improvements to paving, lighting, and fencing.

Fuel Cell

As part of a Districtwide effort to explore opportunities to improve sustainability of operations, reduce utility expenditures, and model environmental stewardship to its students and to the community, the District has commissioned a report to identify possible locations for a fuel cell at College of San Mateo. While the results of this study will not be available in time to incorporate into this Facilities Master Plan, a fuel cell may eventually be incorporated into the campus plan. The location will be selected to provide maximum return on investment to the District. Consideration of campus functionality and the possibility of additional future expansion of campus facilities outside the range of time anticipated in this plan will also be taken into account.

Recommendations

Proposed Vehicular Circulation //

Improvements to vehicular circulation patterns over the past decade include creation of ceremonial entrances into the College from CSM Drive and College Heights Drive, upgrades to the perimeter road and parking lots, and the development of a transit center for buses.

- 1 Entry signage at College Heights Drive
- 2 Ceremonial Circle
- 3 Entry signage at CSM Drive
- 4 Transit center



Recommendations

Proposed Pedestrian Circulation //

The pedestrian circulation patterns have been enhanced and reinforced with the recent completion of Building 5, Health and Wellness Center, and Building 10, College Center, and their associated landscaping and paving projects. There are, however, a number of improvements still needed:

- The demolition of Building 1, former Administration Building, and the subsequent construction of an Amphitheater will strengthen the pedestrian ties between the western portion of campus and the north-south corridor.
- Well-defined, easily visible pedestrian circulation paths will be developed to provide a clear link from the Hillsdale to the Beethoven Lot, and, from there, into the campus core.
- Signage will be added at the transit stop to provide passengers with clear direction to the heart of campus.
- Well-identified paths of travel from the campus main entries into the campus core will provide access for those community members who “walk the campus.”
- A pedestrian pathway from the adjacent parking lots to the softball field will be developed.



- 1 Student gathering areas at entry of Building 10, College Center
- 2 Proposed location of Amphitheater
- 3 Staircase from Ceremonial Circle to campus core
- 4 Pedestrian walkway on College Heights Drive



Skyline College



Skyline College

2011 Facilities Master Plan

San Mateo County Community College District

HMC Architects

Letter from the President //



Thanks to the visionary leadership from the Board and the Chancellor, a dedicated and esteemed faculty and staff, an engaged student body, and a generous and supportive community, Skyline College has undergone a dramatic physical transformation. It has evolved from being an aged, cold, gray, concrete, fog-covered educational facility with dilapidated and inaccessible structures and outdated technologies to a modernized, well equipped set of buildings designed for state-of-the-art instruction and services with warm gathering and networking spaces that accommodate the new ways in which students live and learn. Overlooking the Pacific Ocean, Skyline College is well on its way to matching that kind of natural beauty with its own facilities.

Skyline College has undergone tremendous growth in student enrollment while effectively and efficiently responding to their educational needs in an environment that is rich in culture and opportunity. Each semester, more than 10,000 full-time and part-time students attend the College. Over 800 class sections per semester are offered, including a broad range of evening, weekend, and online classes. Many Skyline College students transfer to four-year colleges and universities around the country. Other Skyline College students graduate and achieve an Associate in Arts (A.A.) or Associate in Science (A.S.). Students achieve employment and advancement in business and industry upon earning certificates and degrees—all possible with educational facilities that are centered on student success and community educational needs.



This Educational Facilities Master Plan represents some of the best thinking about the future needs of the College and community. While we have certainly transformed the institution to meet many of the needs, there are still some unmet needs. We are almost there—this plan closes the gaps and looks to the future. This plan culminates in a signature facility that appropriately situates the college as an institution of higher education that is a major source of pride and respect in the community and in the District.

A handwritten signature in black ink that reads "Regina Stanback Stroud". The signature is written in a cursive style.

Dr. Regina Stanback Stroud
President
Skyline College
July 2011

Mission, Vision, Values, and College Goals //

Mission

Skyline College is a comprehensive, open access community college that provides student-centered education leading to transfer, career advancement, basic skills development, and personal enrichment.

The College is committed to preparing students to be culturally sensitive members of the community, critical thinkers, proficient users of technology, effective communicators, socially responsible lifelong learners, and informed participants of a democracy in an increasingly global society.

Skyline offers innovative instruction and student support to a rich tapestry of diverse learners through the hallmarks of the College: academic excellence, responsive student services, advanced technology, community and industry partnerships, and workforce and economic development.

Vision

Skyline College strives to inspire a global and diverse community of learners to achieve intellectual, cultural, social, economic, and personal fulfillment.

Values

Education is the foundation of our civilized democratic society. Thus:

- **Campus Climate:** We value a campus-wide climate that reflects a 'students first philosophy' with mutual respect between all constituencies and appreciation for diversity. Both instruction and student services are dedicated to providing every student with an avenue to success.
- **Open Access:** We are committed to the availability of quality educational programs and services for every member of our community regardless of level of preparation, socio-economic status, cultural, religious or ethnic background, or disability. We are committed to providing students with open access to programs and services that enable them to advance steadily toward their goals.



- Academic Excellence: We value excellence in all aspects of our mission as a comprehensive community college offering preparation for transfer to a baccalaureate institution, workforce and economic development through vocational programs and certificates, Associate of Arts and Associate of Science degrees, and lifelong learning. We are committed to academic rigor and quality with relevant, recent, and evolving curriculum and well-equipped programs that include new and emerging areas of study. We are dedicated to providing education in a climate that values innovation and freedom of intellectual exploration, discovery, thought, and exchange of ideas for all.
- Community Connection: We value a deep engagement with the community we serve and our role as an academic and cultural center for business, industry, labor, non-profits, government, and the arts.
- Shared Governance: We value just, fair, inclusive, and well-understood governance processes based upon open and honest communication.

College Goals

1. Develop the scope, quality, accessibility, and accountability of instructional and student service offerings, programs, and services.
2. Enhance institutional effectiveness in the planning and decision-making processes through cooperative leadership, effective communication, and shared governance.
3. Fulfill the College's role as a leading academic and cultural center for the community through partnerships with business, the community, and non-profit organizations.
4. Provide adequate human, physical, technological, and financial resources to successfully implement educational programs and student services in order to improve student learning outcomes.
5. Offer faculty and staff opportunities for professional growth and advancement.

Existing Conditions

Existing Campus Plan //

Skyline College is located on 111 acres just west of Skyline Boulevard in San Bruno and draws students from the socio-economically and ethnically diverse northern portion of San Mateo County.

Opened in 1969 with several key buildings completed, Skyline has continued to expand since then with at least one new significant building added to the campus each decade. Most of the buildings have been added within the loop road, creating a dense campus core and defining a major campus spine from Building 8, Business and Language Arts, down through the heart of the campus to the portable buildings and Athletic Fields. A web of pedestrian pathways weaves between the buildings to bring pedestrians to the campus spine from the various parking lots that surround it.

The hilly site offers a wonderful view of the Pacific Ocean and borders designated open space to the west. On the south, it is bordered by significant stands of trees. The campus buildings, however, focus primarily inward, toward the campus core. This creates a dual

personality for many of the buildings as they attempt to establish their presence on both the central core and on the loop road. Additionally, it creates some identity issues for the campus, given the need to locate service entries and loading docks on the same building faces as welcoming entries, and no single building entry yet signifies a campus main entry indicating one “has arrived at Skyline College.” The recent addition of Building 4, Administration, Cosmetology, and Multicultural Center, and the vehicular traffic changes adjacent to it may foster this sense on the northern portion of campus (see adjacent campus map) as the programs in the new building come on line, but there is not yet a corollary sense of place on the southern portion of campus.

While offering fabulous views, the hillside setting has presented some challenges for development over the years. With buildings and parking lots located at a variety of levels, pedestrian access paths are often difficult to navigate, and campus wayfinding from some of the outlying areas into the campus core is challenging.

- 1 Staircase from Main Quad to Building 8, Business and Language Arts
- 2 Staircase between Building 3, Gymnasium, and Building 4, Administration, Cosmetology, and Multicultural Center





Existing Conditions

Campus Development History //

Building 1, Social Science/Creative Arts, Building 3, Gymnasium, Building 7, Science, and Building 8, Business and Language Arts, date from Skyline College's inception in the late 1960s. Buildings 1 and 3 have undergone minor renovations but still function largely as they did when originally constructed. Buildings 7 and 8 have had major renovations to meet changes in program requirements.

While building age is certainly a significant factor, it is not the only reason these buildings need attention. In order to meet student and community needs, the College has added new programs and updated others in order to better serve the needs of its community. Curriculum delivery methods have evolved to reflect hands-on, interactive, project-based learning and also to incorporate emerging teaching and learning technologies. Building codes, Title IX requirements, and consideration for those with disabilities have also changed, further increasing the need for significant building renovation.

Building 1 is slated for demolition as it long ago ceased to be an adequate facility for the programs it houses. The space recently vacated by the move of the College's administrative offices to the new Building 4, Administration, Cosmetology and Multicultural Center, will temporarily house programs including Administration of Justice, Paralegal, Distance Education, and other small programs that need dedicated, consolidated space in which to operate. Space for these programs will need

to be included in planning future building and renovation projects. Sparkpoint Center needs a closer physical connection to the College's other Workforce Development programs, which are currently housed in other campus buildings.

Building 2, Student Services, and Building 9, Automotive were added in the 1970s.

The cluster of former middle school buildings identified at Building 19, Pacific Heights, was acquired by the College in 2002.

The Quad level of Building 2, Student Services, underwent significant renovation in 2003 to create the Information/One Stop Student Services Center, which worked well for a time but no longer has enough space to adequately service the student population. Some renovations were made on the lower floor of the building to house Technology Labs. The upper floor of the building serves as a makeshift space for a variety of functions not suited to this location, which previously housed a Student Cafeteria. Disabled Students Programs and Services (DSP&S) and the Veterans' Center are inconveniently located on this third level, which is not accessible without using an elevator.

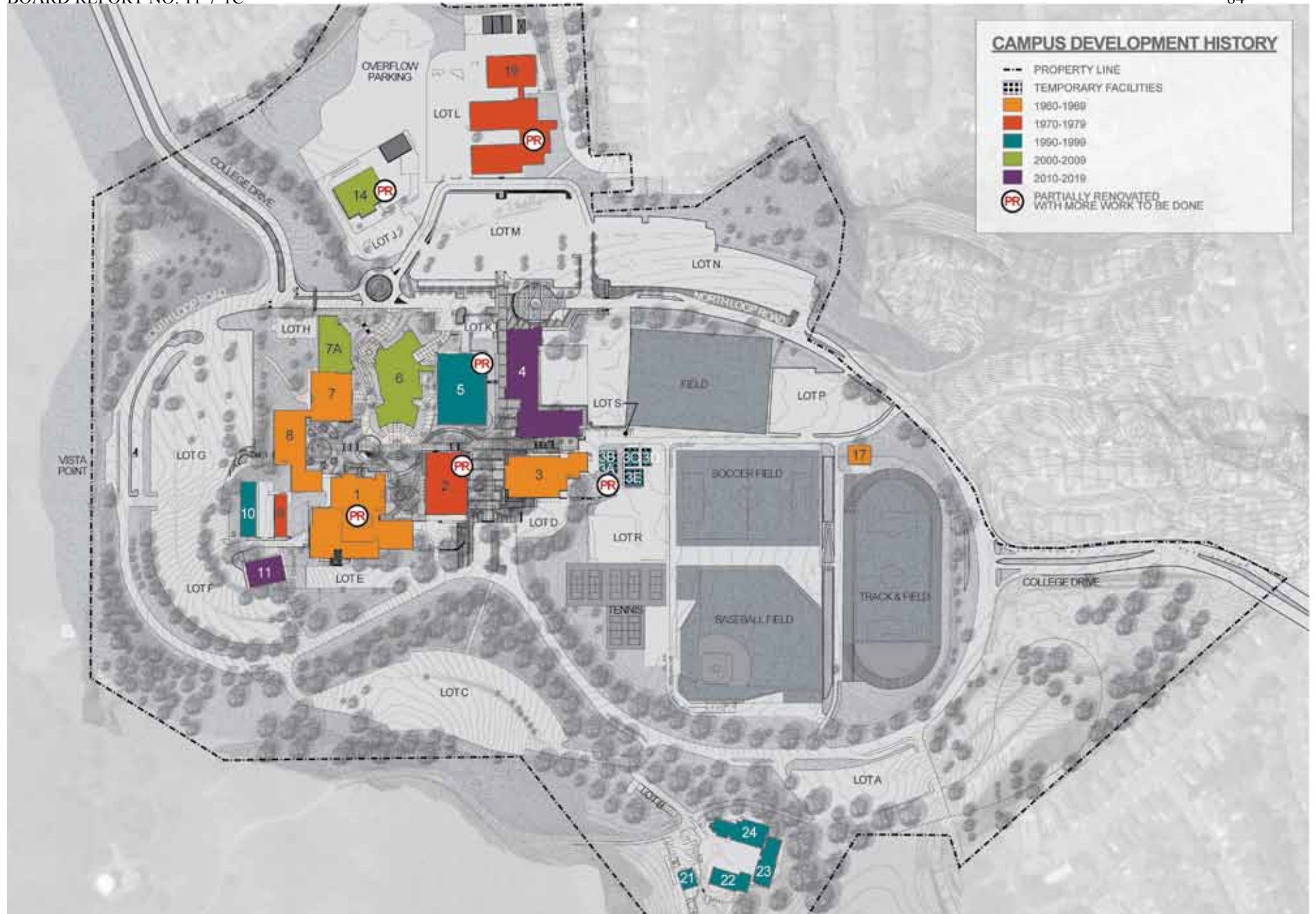
Building 19 has, for a number of years provided classroom and swing space for the campus. It is expected that this building will continue to serve as swing

space for some time as the future renovation of other campus buildings will generate a need for temporary instruction space. Building 19 is scheduled for eventual demolition.

Buildings 6, Student Services, and Building 7A, Science, were added within the last decade, creating a Student Activity Center on the first floor of Building 6 and expanding the number of classrooms on campus by providing additional General Education Classrooms on Building 6's upper floors and Science Labs in 7A.

The Automotive Program has grown to occupy three buildings over time: Buildings 9, 10, and 11, with Building 11 the most recent addition. Portable Buildings 3A through 3E were originally intended to be temporary, and, as such, have housed a number of programs. Some are currently dedicated to Physical Education and athletics-related programs, and others house academic programs for which the campus has been unable to provide a more permanent home.

Building 14, Loma Chica, has, like the Portable Buildings, served a number of functions over the years. It is currently serving as a combination of swing space and office space while also undergoing a minor renovation in order to house the Child Development Center.



Existing Conditions

Existing Campus Zoning //

The Existing Campus Zoning plan illustrates the functional zoning of the campus using colors to indicate the various assigned functions. Some buildings house more than one major use. In these cases, the use of multiple colors is intended to reflect the rough proportion of the building assigned to each use and is not an attempt to reflect the specific location of that use within the building.

The plan uses the symbol © to represent campus facilities that regularly provide benefit to the greater college community.

The majority of the College's instructional areas are on the western end of the main campus. There are some notable exceptions:

- The recently completed Building 4, Administration, Cosmetology, and Multicultural Center, houses the College's Administration offices, Cosmetology program, and Multicultural programs. Its easy access to well-defined public parking is appropriate and necessary for the program.
- Building 19, Pacific Heights, is located on -- but just outside -- the recently re-routed Loop Road and was never part of the main campus. As such, its main focus in recent years has been temporary swing space for programs displaced from other buildings due to construction or lack of space.

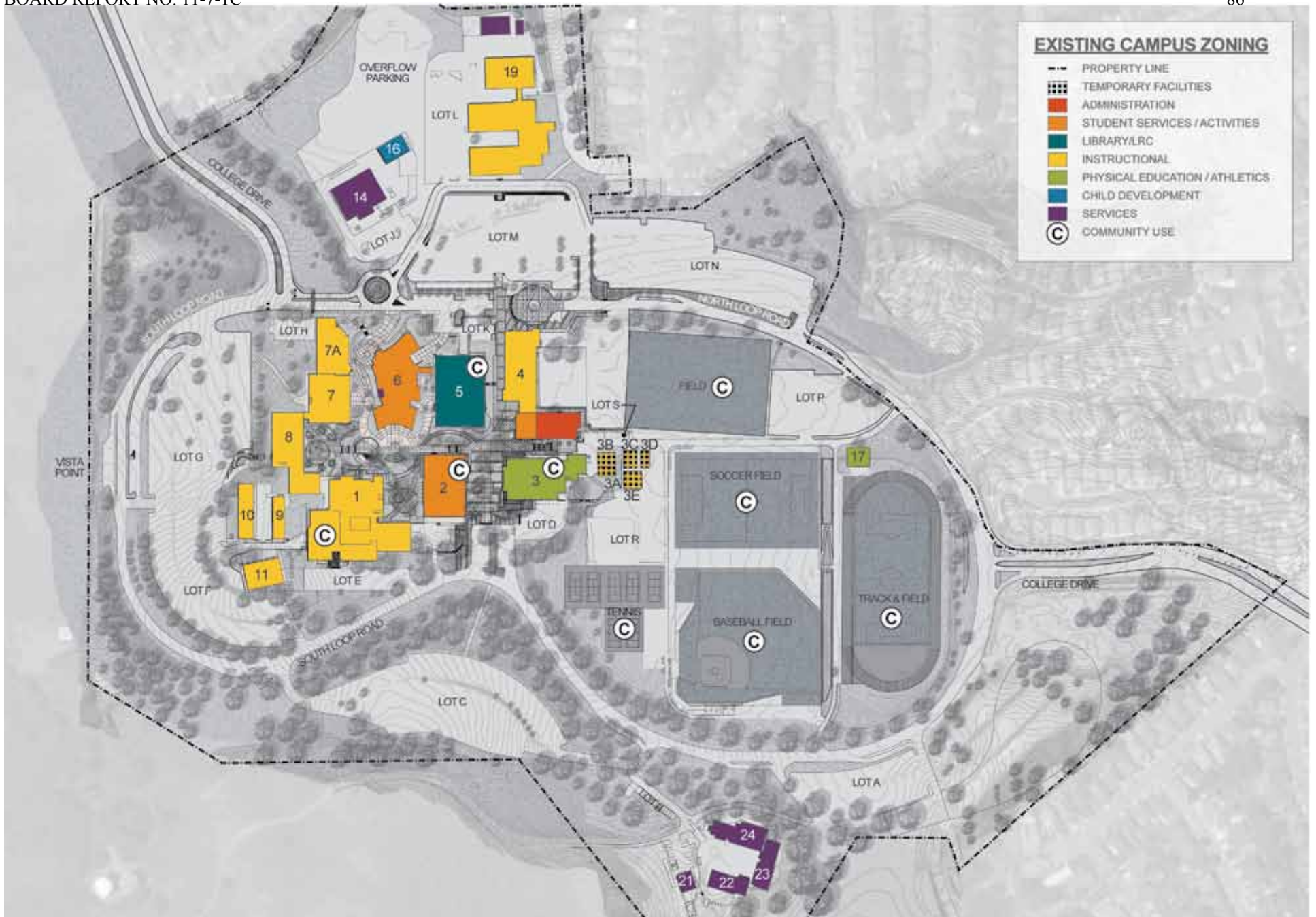
Student Services and Student Activities are conveniently located in the core of campus.

The gym and fields, consolidated on the eastern corner of campus, are well-situated for their use.

1 Amphitheater at Main Quad

2 Aerial view of athletic fields





Existing Conditions

Existing Vehicular Circulation //

There are two main campus entry points, one from Skyline Boulevard to the east and one from Sharp Park Road to the north. Both have newly constructed entry monuments clearly announcing the arrival to campus.

The vast majority of parking spaces are distributed around the campus perimeter, although the recently completed projects included the re-routing of the loop road to capture a large number of parking spaces in Lot M within the loop road.

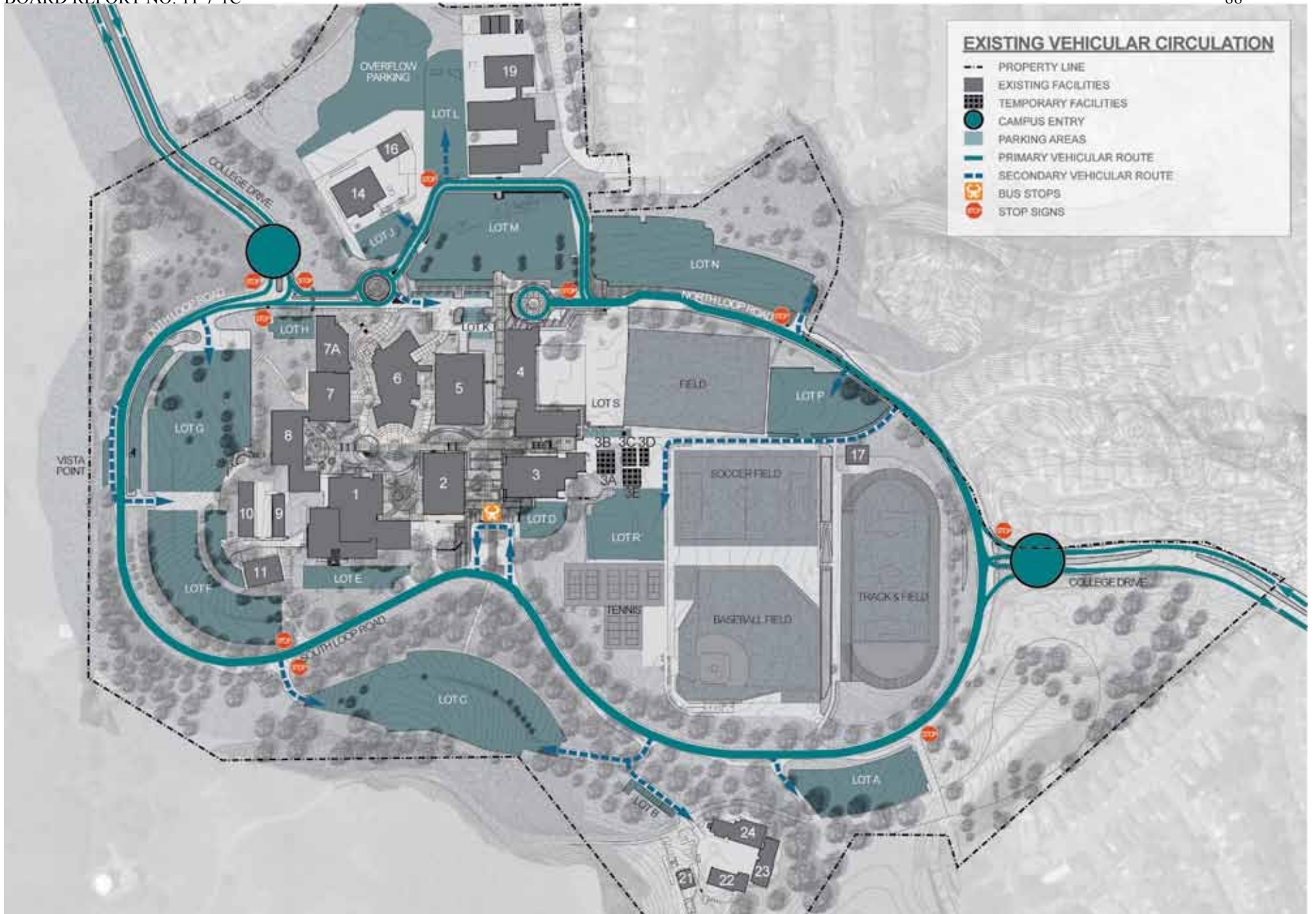
The public transit stop is well-located for delivering passengers to the heart of campus.

The recent construction of the “roundabout” on the loop road between Building 6, Student Services, and Building 7, Science, has improved the traffic flow into Parking Lots M and K as well as into the Loma Chica Parking Lot.

The new pedestrian drop-off at “Ceremonial Circle” is intended to provide a visual destination point and a dedicated centralized location for drop-off.

- 1 East Campus Parking
- 2 Public transit stop
- 3 “Roundabout” across from Building 6, Student Services, and Building 7, Science
- 4 “Ceremonial Circle”





Existing Conditions

Existing Pedestrian Circulation //

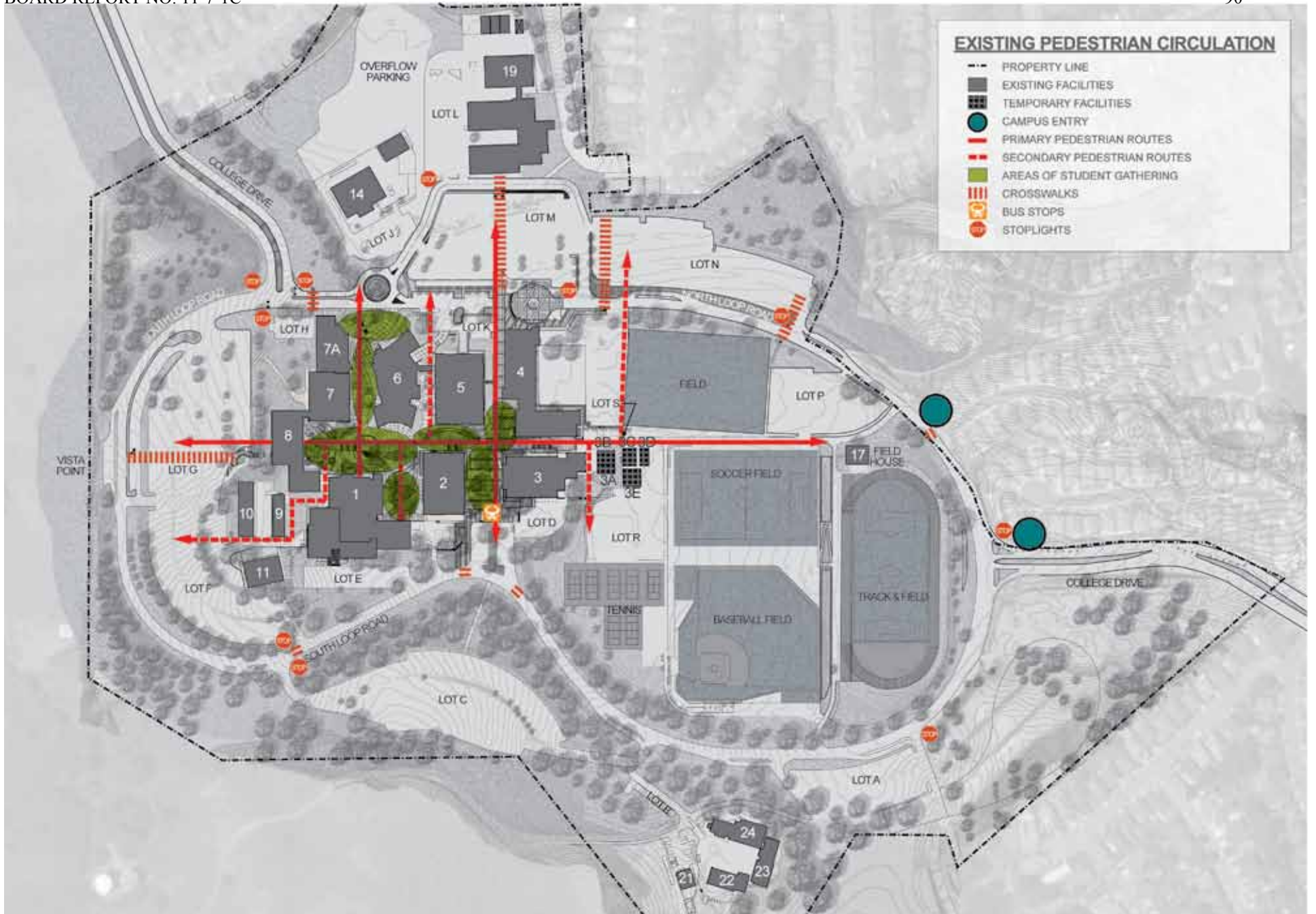
As noted previously, recent construction has made an effort to include additional parking spaces within the loop road in Lots M and K. The balance of parking is generally dispersed around the perimeter of the campus to minimize walking distances to instructional buildings. The recently completed projects included improvements to pedestrian accessibility on a topographically difficult site. Ongoing efforts should continue to make pedestrian access into the campus clearly visible and accessible.

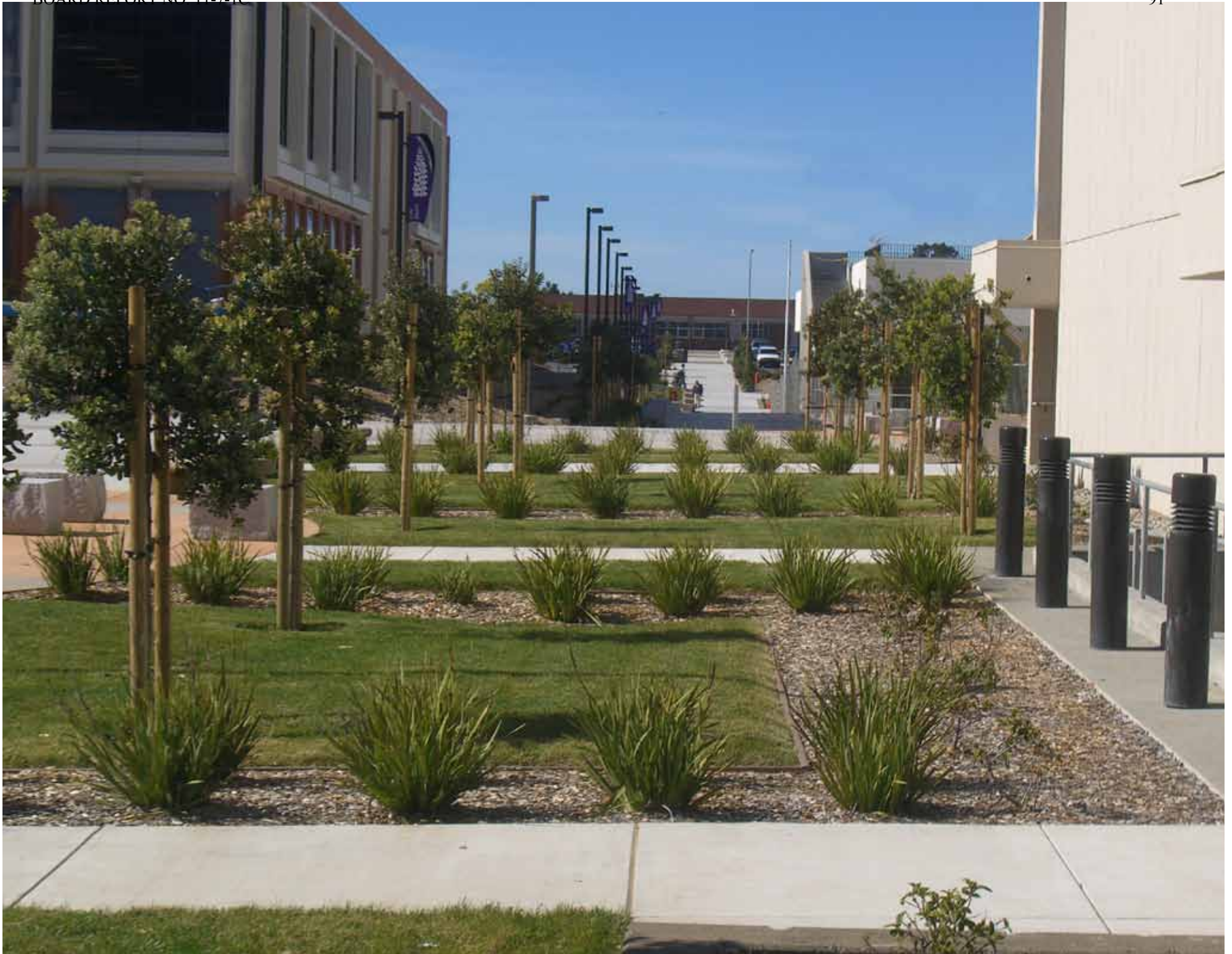
The dispersed perimeter parking lots leave the campus with multiple smaller, less-defined entry points rather than a few well-defined main entries. It is hoped the easily visible Building 4, Administration, Cosmetology, and Multicultural Center, and the recent addition of the drop-off loop in front of it will help consolidate pedestrian traffic flow for the northern portion of campus.

As noted above, some of the main campus buildings have entries facing the loop road, adjacent to loading docks and service entries with Building 1, Social Science/Creative Arts, Building 5, Library/Learning Resource Center, and Building 6, Student Services, as examples. Many people use these loading docks as main entry points to the buildings and also to the campus beyond.

- 1 Series of parking lots at differing topographic levels
- 2 Stair access from Portable Buildings
- 3 Pedestrian entry to Building 1, Social Science/Creative Arts, at loading dock
- 4 Pedestrian entry between Building 5, Library/Learning Resource Center, and Building 6, Student Services







Recommendations

2011 Facilities Master Plan //

The 2011 Facilities Master Plan for Skyline College is based on the College's Educational Master Plan. It addresses the current and projected needs for the College and serves as a guide for future development. The recommendations included in this Facilities Master Plan address the Districtwide guiding principles that are summarized in the introduction. The College's Educational Master Plan and these guiding principles were addressed in developing Facilities Planning Priorities that are specific to Skyline College and summarized below.

Facilities Master Planning Priorities

- Reinforce the Skyline College presence as a quality institution of higher education.
- Place student support services in easily identifiable and readily accessible locations.
- Renovate existing buildings to further support classroom instruction and student support services.
- Plan for new and updated facilities to consolidate growing campus programs including Performing Arts, Environmental Sciences, and Health and Wellness.
- Recognize opportunities to take advantage of the College's beautiful natural setting by creating sheltered exterior spaces to maximize the potential for enjoyment of the outdoors.

- Create a significant gateway entrance into the campus core along the College's southern edge.
- Enhance pedestrian pathways from parking lots and between existing buildings to improve pedestrian flow and increase the safety and security of users.
- Remove buildings not originally designed to support College-level instruction (Building 19, Pacific Heights, and Building 14, Loma Chica) from the campus space inventory.
- Plan for potential on-campus faculty/staff housing.
- Integrate sustainable design practices, materials, and technologies in new construction and renovation projects in order to:
 - Reduce operational costs.
 - Provide leadership and community responsibility.
 - Raise the public's awareness about the importance of sustainability.
 - Create facilities that represent an example of sustainable practices.

1 Building 4, Administration, Cosmetology, and Multicultural Center

2 Building 6, Student Services





Recommendations

Facilities Master Plan Projects //

The projects recommended as part of this 2011 Facilities Master Plan for Skyline College are described on the following pages. These projects address the College's Facilities Planning Priorities, accommodate projected program changes, and define a vision for the future. The order of the projects described is based on the location on campus and does not reflect a priority order.

New Construction or Renovation

- Social Science/Creative Arts Complex

Renovation or Reconstruction of Existing Facilities

- Building 5, Library/Learning Resource Center
- Building 14, Loma Chica

State Approved Projects – Pending Funding

- Building 2, Student Services

Projects Pending State Approval

- Center for Kinesiology and Human Performance

Demolition of Existing Facilities

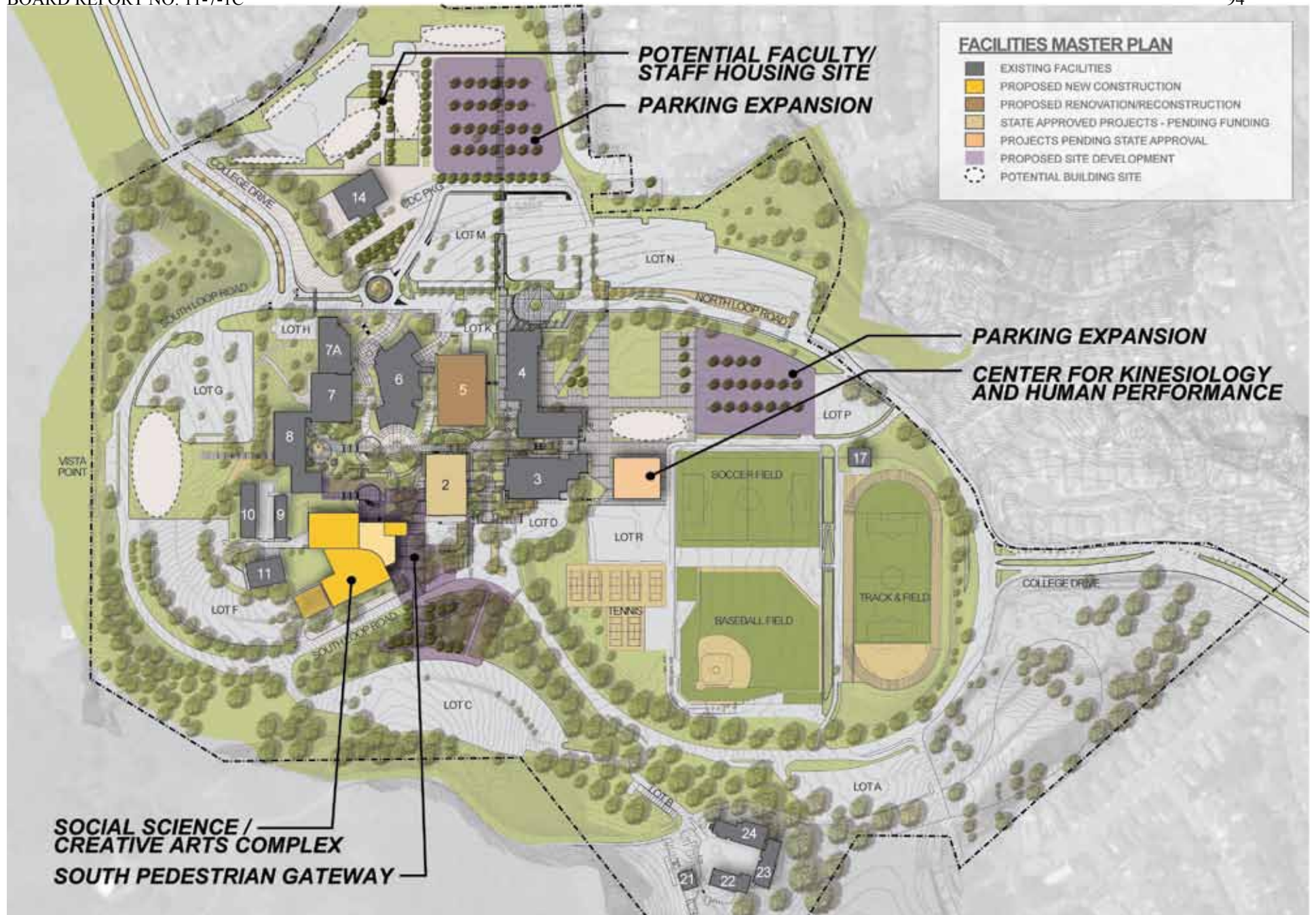
- Building 1, Fine Arts Complex
- Building 16, Child Development Center (currently being relocated to Building 14, Loma Chica)
- Building 19, Pacific Heights
- Portable Buildings 3A through 3E

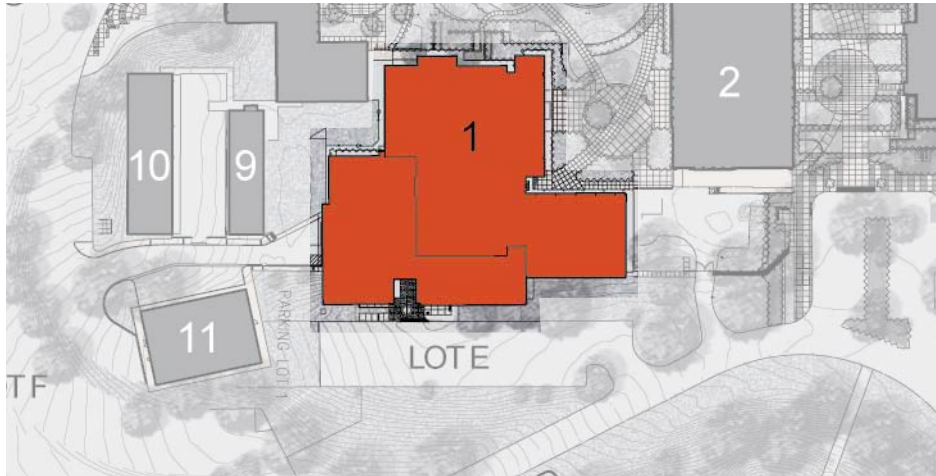
Proposed Site Development

- South Pedestrian Gateway
- Parking Expansion
- Wind Turbines
- Electric Car Charging Stations

Potential Building Sites

- Environmental Science
- Faculty/Staff Housing
- Building at Vista Point

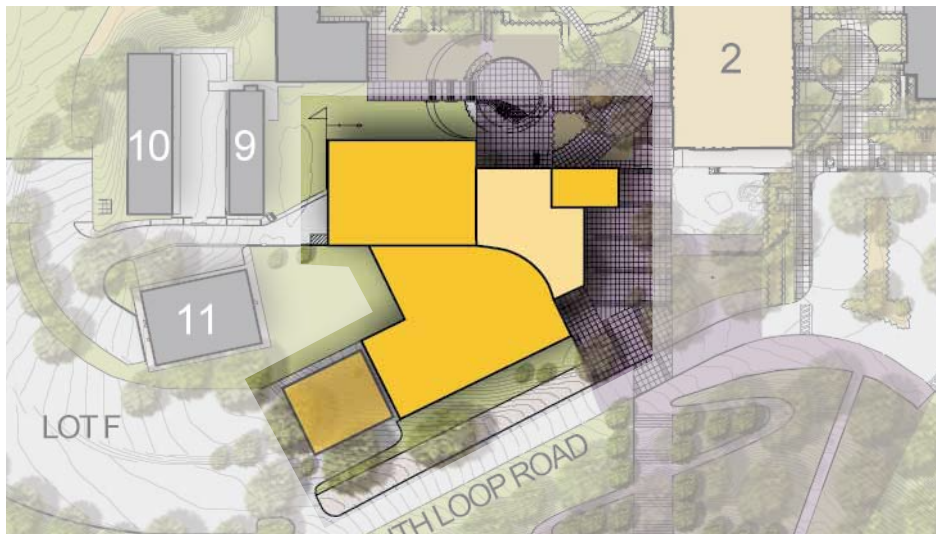




Demolition of Building 1, Creation of a new Social Science/Creative Arts Complex

Building 1 currently houses the Social Science/Creative Arts program. Laid out inefficiently for its current use, the outdated building does not meet current seismic standards, and it contains hazardous materials dating from the original construction. The building will be demolished and replaced with a new Social Science/Creative Arts Complex that better addresses the needs of the programs housed there.

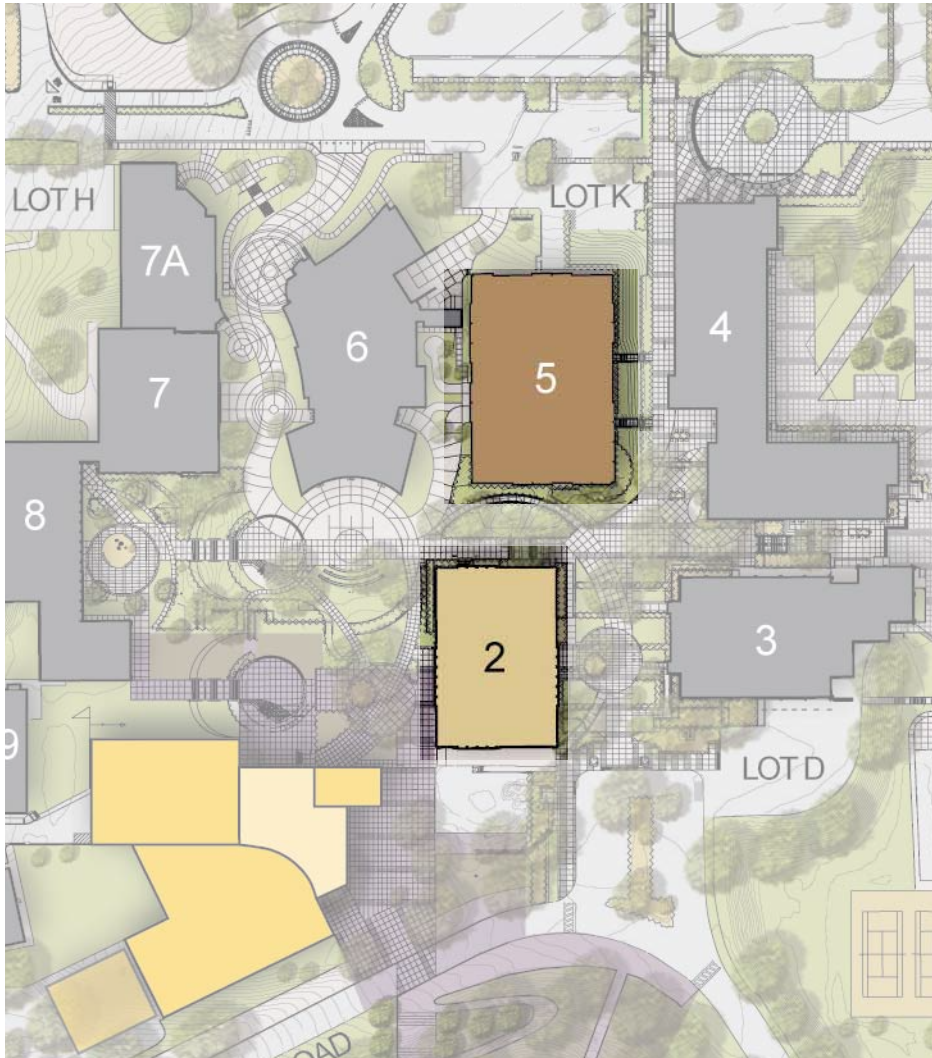
Housed within the existing building is the College’s Main Point of Entry, MPOE, for telephone and data communications, which is critical to providing information technology to Skyline College. Any modifications to the existing Building 1 will require careful logistical planning for this critical campus infrastructure.



New Social Science/Creative Arts Complex

The new Social Science/Creative Arts Complex will support the instructional needs of these two divisions. It will include a theater, art studios, classrooms, and support spaces. This building will replace the existing Building 1 in its current location.

The new facility will be designed to serve as an identifiable entry on the south side of campus and play a key role in creating an important connection to the campus core.

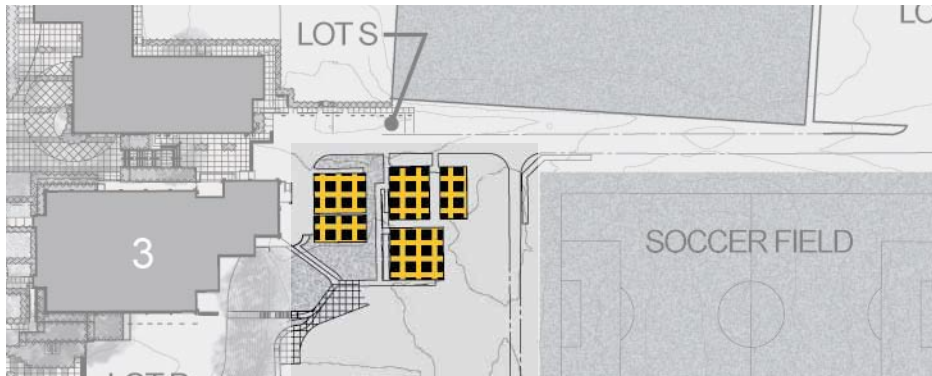


Renovation of Building 5, Library and Learning Resource Center

The existing Library/Learning Resource Center will be renovated to incorporate state-of-the-art technologies to address changes in the ways students, faculty, and staff access information, collaborate with one another on group projects, and provide and receive tutoring. The exterior landscape around the Library will be reconfigured to create a welcoming entry and clear pedestrian pathways to Building 4, Administration, Cosmetology, and Multicultural Center, and the Main Quad.

Renovation of Building 2, Student Services

Building 2 currently houses the Information/One Stop Student Services Center, Technology Labs, Disabled Students Programs and Services (DSP&S), and the Veterans' Center. The Information/One Stop Student Services Center has outgrown the space available, while DSP&S and the Veterans' Center are housed in former cafeteria space that has not been renovated to meet these program needs.



Removal of Portable Buildings 3A through 3E

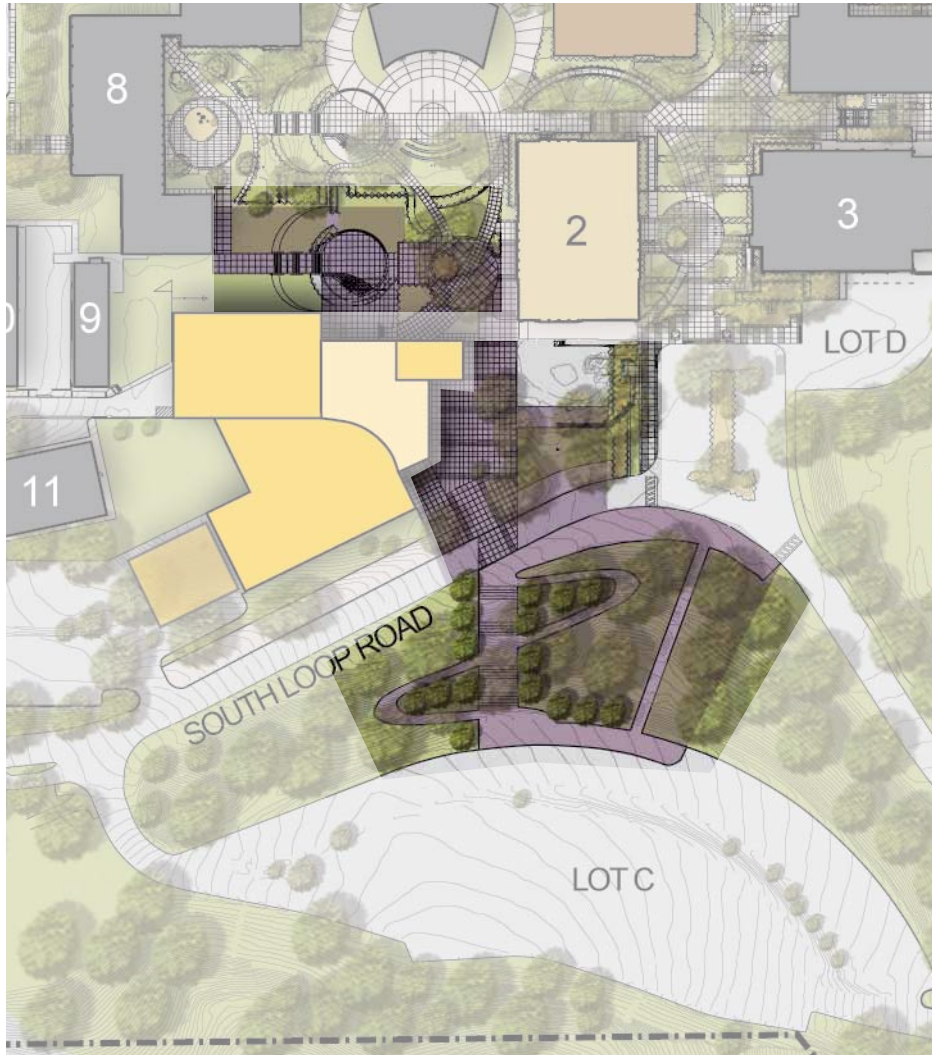
Portables 3A through 3E have been serving as temporary instructional space for programs the campus has been unable to house in permanent locations. They will be removed from campus once there is permanent space available to accommodate these programs.



Center for Kinesiology and Human Performance/Potential Environmental Science Building

The Master Plan proposes a new building or buildings to house the College's Center for Kinesiology and Human Performance and Environmental Science programs. The proposed location is partially on currently vacant land adjacent to the new Building 4 and partially on the site of the existing Portable Buildings. The building will be designed to support the following goals:

- Provide increased access for students and the community to health and wellness programs and provide classroom spaces that support transfer programs currently housed in the existing Portable Buildings and/or Building 3, Gymnasium.
- Generate space and create a centralized home for the College's rapidly expanding Environmental Sciences Program, which is currently housed in scattered locations around the campus.
- Serve as a model for sustainability for the programs and the campus.
- Create a building destination that anchors the pedestrian east/west axis defining the campus.

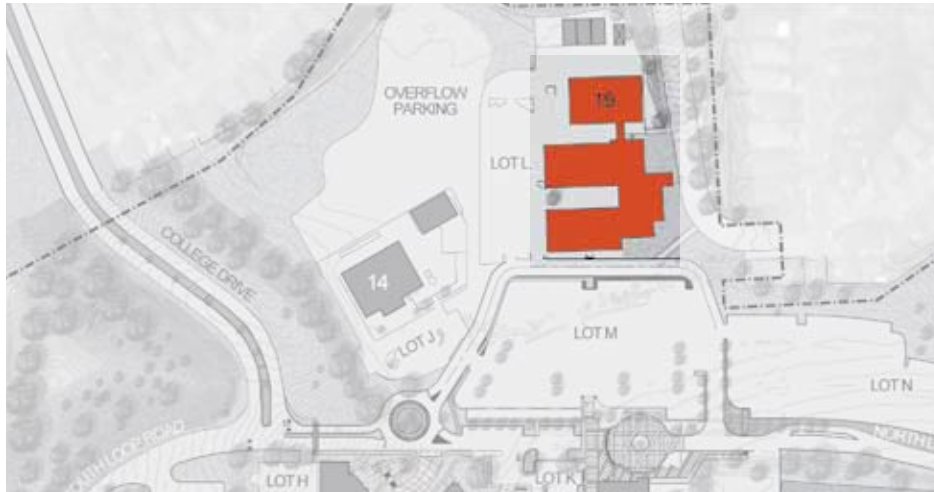


South Pedestrian Gateway

A new gateway will be designed in conjunction with the proposed new Building 1, Social Science/Creative Arts Complex, to define a clear point of entry leading into the campus core from the south. The new entry will gracefully accommodate the grade changes between the loop road and the campus core and be designed to accommodate those arriving in cars or on foot from Parking Lot C.

Wind Turbines

As part of a Districtwide effort to explore opportunities to improve sustainability of operations, reduce utility expenditures, and model environmental stewardship for students and to the community, the District has commissioned a report to identify possible locations for wind turbines on Skyline's campus. While the results of this study will not be available in time to incorporate into this Facilities Master Plan, a wind farm may eventually be incorporated into the campus plan. The location will be selected to provide maximum return on investment to the District.



Demolition of Building 19, Pacific Heights

In early 2000, the District acquired a former middle school site and buildings from the San Bruno Park School District with the intention to use it as temporary swing space during upcoming construction projects. Pacific Heights will, in the short term, continue to provide temporary instructional space, including lab functions for the College's Alternative Energy/Sustainability programs.

The Master Plan ultimately envisions the removal of these buildings in favor of future campus development.

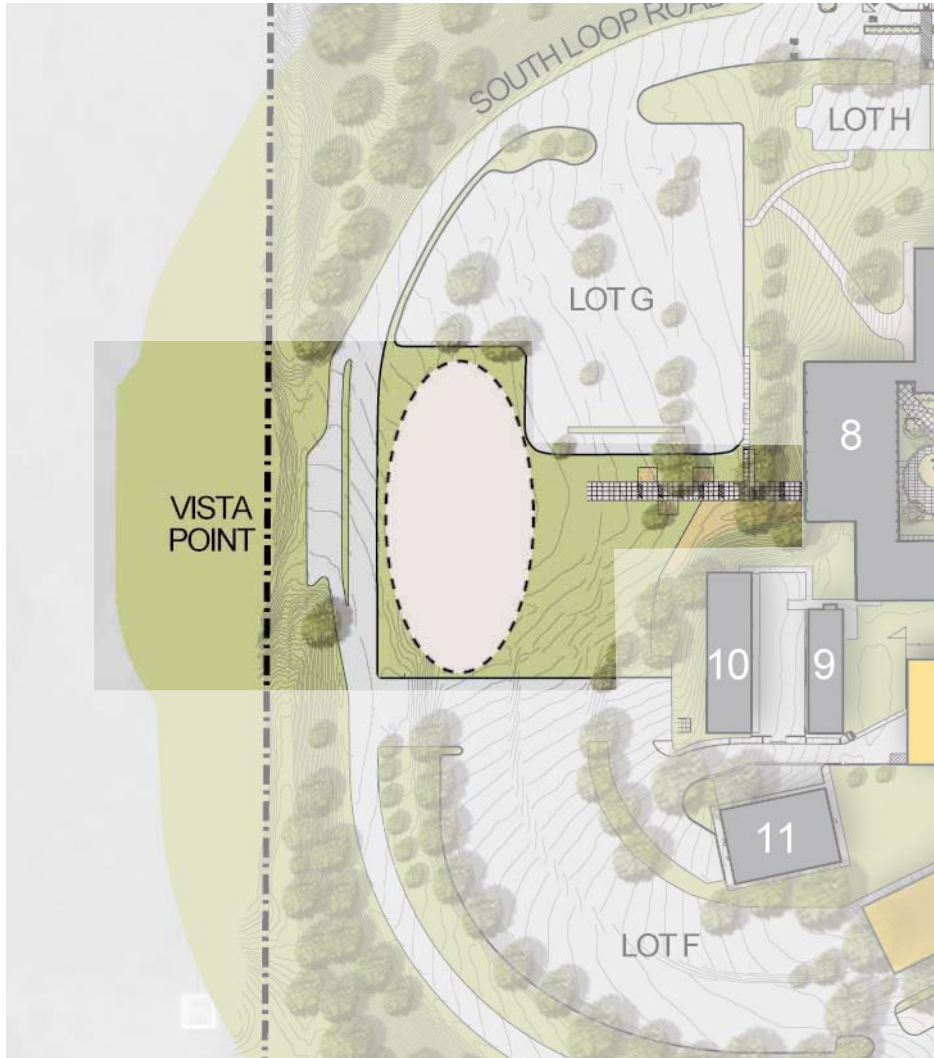


Parking Expansion

Once the demolition of Building 19, Pacific Heights, is complete, the area will be converted to additional parking.

Potential Faculty/Staff Housing

The Master Plan calls for the reservation of land in the north campus area for potential development as Faculty/Staff Housing, as has been developed at the other two colleges. Currently, there is not enough demand among faculty and staff to warrant construction of a third Faculty/Staff housing project. Should demand change, this north campus site is the designated location.



Potential Building at Vista Point

The Master Plan recommends the College consider the feasibility of constructing a new building at Vista Point to take advantage of the spectacular views of the Pacific Ocean.

The potential for a new building is illustrated here with the recognition that additional analysis will need to be done to determine the financial feasibility based on program needs and within the context of state and local revenue.

Recommendations

Proposed Vehicular Circulation //

Improvements to vehicular circulation patterns over the past several years include the development of the gateway campus entrances, bus routes, transit stops, and additional parking.

When the demolition of Building 19, Pacific Heights, is complete, the area will provide additional parking.

The construction of the Health and Wellness/ Environmental Science Building will increase the need to create additional parking spaces with the expansion of Parking Lot P.

- 1 Entry signage from Skyline Boulevard
- 2 Entry signage from Sharp Park Road
- 3 Proposed location for additional parking
- 4 Proposed location for Environmental Sciences and Health and Wellness Building



Recommendations

Proposed Pedestrian Circulation //

The pedestrian circulation patterns developed and refined over the past several years include a series of pedestrian paths and stairs that help to tie the different areas of the campus together.

As part of the additional parking on former Building 19, Pacific Heights, site, pedestrian pathways will be developed to create clear and safe thresholds into the main campus.

Another area designated for improvement is the pedestrian connection from Parking Lot C into the campus core. The developed pathway will provide a clearly identifiable, safe, and code-compliant stairway that ties into the proposed new Social Science/Creative Arts Complex and the new South Pedestrian Gateway.

All new projects will clearly address accessibility issues.

- 1 Pedestrian campus entry from bus drop-off area
- 2 Pedestrian walkway between Building 6, Student Services, and Building 7A, Science
- 3 Pedestrian link to future parking expansion after demolition of Building 19, Pacific Heights
- 4 Pedestrian pathway from Lot C to campus core







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