Facilities Master Plan (FMP) Community Forum at Main Campus

013354 | Hartnell Community College District Master Plan

Meeting Date: Thursday, March 20, 2014 at 6pm
Meeting Location: Hartnell Main Campus
Steinbeck Hall – Student Center, Building C
411 Central Avenue
Salinas, Ca 93901

Item No. | Subject/Comment
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1.1 | Introductions
Dr. Willard Clark Lewallen, Hartnell College President and Superintendent, introduced the community forum meeting and discussed the importance of the facilities master plan (FMP) and the community forums to help identify current and future needs of the college and community. Dave Younger, Principal and Architect with Lionakis, introduced the design team working to produce the FMP; Jonathan McMurtry, Project Manager, and Ashley Kenneally, Project Designer, were introduced to the group. Joseph Reyes, Director of Facilities, Operations & Asset Management, is the key liaison for Hartnell College and the design team. Lists of the Core Group / Steering Committee and the Planning Group members were presented and the role of each group in the planning process was described.

1.2 | Agenda
1. Introductions
2. Facilities Master Plan Overview
   a. Why are we here?
   b. Where are we going?
3. Breakout sessions & feedback
   Brainstorming Ideas:
   a. Student Success
   b. Infrastructure
   c. Secondary effects / renovation
   d. Sustainability
   e. Transportation
   f. Community
4. Next Steps
   a. Schedule

1.3 | Facilities Master Plan Overview
Dave described what a master plan is and what the main objectives for the FMP are. The master plan is a document guide for future campus development to enable Hartnell College to achieve current and future goals. The FMP is about big picture ideas and goals that relate to facilities. The three main objectives of the FMP are:
1. Evaluate existing facilities
2. Evaluate space utilization
3. Develop a plan that supports goals and educational needs of Hartnell College
The forum purpose is to provide an open outlet to exchange information, expand developing ideas and views, and to discuss current and future needs of the College and Community.
1.4 **Facilities Master Plan Overview**

The planning process and work plan phases were presented. The design team is currently in the research phase, gathering data and reviewing existing documentation. The design team has met with the Core Group, Planning Group, college forum, and has conducted several program interviews with program leads, including several Deans, Vice Presidents and Administrators as part of the research phase to identify potential issues, needs and themes for the College. The college and community forums are an important part of the research phase to help identify additional issues and information vital to the facilities master plan.

**Work Plan Phases**

1. **Research Phase** (January-March)
   - Gather data & review existing planning documents
2. **Analysis Phase** (April-May)
   - Needs Assessment
   - Prioritize program needs
   - Assess existing facilities
3. **Explore Possible Solutions** (May-June)
   - Opportunities & resources
   - Develop solution alternatives
4. **Prepare Master Plan Document** (May-September)
5. **Final Approval of Governing Authority** (October-November)

1.5 **Mission, Vision & Strategic Priorities**

The Hartnell College Mission and Vision statements and Strategic Priorities were presented and described as being an essential set of clearly defined goals and guidelines for addressing student learning and long-term planning for the College.

**Mission**

*Focusing on the needs of the Salinas Valley, Hartnell College provides educational opportunities for students to reach academic goals in an environment committed to student learning, achievement and success.*

**Vision**

*Hartnell College will be nationally recognized for the success of our students by developing leaders who will contribute to the social, cultural, and economic vitality of our region and the global community.*

**Strategic Priorities**

1 - **Student Success**
2 - **Student Access**
3 - **Employee Diversity and Development**
4 - **Effective Utilization of Resources**
5 - **Innovation and Relevance for Educational Programs and Services**
6 - **Partnerships with Industry, Business, Agencies, and Education**

1.6 **Critical Success Factors**

During meetings with the Core Group and Planning Group, the design team has conducted exercises with each group to identify critical success factors for Hartnell College. The exercise is conducted in two components; the first component is a brainstorming session to identify pertinent issues relating to the facilities master plan, and second is a voting process by the group to rank each issue in order of importance. The final list below represents the consolidation of the list from the Core Group with the list from the Planning Group.
Item No.  Subject/Comment

1. Assess current and future facilities needs
   a. Include spare capacity factor and future growth
   b. Provide for flexible / adaptable classrooms
   c. Increase efficiency and minimize maintenance costs
   d. Increase student head count per class to 35 students

2. Modernize aging campus facilities and infrastructure

3. Better integration and utilization of all campuses through engagement of programs
   a. Wider spectrum of classes offered at Alisal and King City campus
   b. Identify and support the needs of the community

4. Create an interactive forum for communication with the College and Community
   a. Shared governance to include community members who meet once / twice yearly

5. Take advantage of technology to enhance education and connect campuses (assess current use and leverage it)
   a. Interactive catalog of available instructional spaces
   b. Consider other technologies and software programs
   c. Add and expand smart classrooms

6. Incorporate sustainable design in all future projects

7. Integrate the Facilities Master Plan with the Strategic Plan

1.7 Breakout sessions & feedback
Community forum attendees brainstormed ideas and issues relating to the facilities master plan and created the following list.

- Alisal campus facilities are well supported by campus and community
- Need more classes and programs to be taught at Alisal
- Need more space for future programs at Alisal
- Need room for growth at Alisal
- Need access to shower(s) at Alisal with lockers for personal items for people commuting by bicycle
- Students like intimacy of Alisal campus
- Need more student services at KCEC
- Transportation to and from Main Campus from KCEC is challenging and time consuming (4 hours round trip by bus)
- Need to examine what classes are currently taught and should be added to KCEC
- Limited growth at Main Campus
- Student Services are not fully centralized at the Main Campus (DSPS, EOPS, Counseling, etc)
- Parking on Main Campus is very limited from 8am to 2pm most days
- Students at the Main Campus park in adjacent neighborhoods and it impacts the neighborhood negatively
- As student population grows, how will parking needs be accommodated and managed?
- Instructors often need classrooms adjacent to storage to keep instructional equipment
- Need a health center on each campus
- Need more storage space on all campuses
- Need more office space on all campuses
- Nutrition program is an applied program of STEM and has a strong connection with Nursing & Allied Health programs (Nutrition is currently under umbrella of Physical Education)
- Nutrition classes prefer to be taught in chemistry lab with computers and access to instructional equipment storage; would like to be able to teach in new science building
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<th>Item No.</th>
<th>Subject/Comment</th>
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<td>• Nursing &amp; Allied Health programs have a strong connection with science programs and adjacency with new science building will be important for Nursing &amp; Allied Health</td>
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<td>• Student clubs need access to auxiliary food prep area</td>
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<td>• Need computer classroom labs or technology in classrooms to teach many classes more effectively</td>
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<td>• Computers in the library often crash and are too slow</td>
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<td>• Outdoor green landscape spaces are vital to student activities; potential for gathering, study, barbeques, etc</td>
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<td>• Need to enhance landscape areas around Main Campus</td>
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<td>• Would like to keep existing quad on Main Campus open and with grass</td>
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<td>• Many streets near the Main Campus are problematic (too busy, dangerous turns)</td>
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<td>• Do hybrid classes work better for students than pure distance education format?</td>
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<td>• Etudes course management system is efficient and helpful for instructors and students</td>
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<td>• Current Etudes tutorial is not detailed enough. Need an introductory class for Etudes and other online tools for new students</td>
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<td>• New students need more introduction to college and help navigating educational programs and technology</td>
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<td>• Technology is critical to student success</td>
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<td>• Need to meet needs of IT and technology for future growth</td>
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<td>• Building E classrooms on Main Campus are stuffy, cramped and very full (45-54 seats)</td>
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<td>• Auditorium style lecture works well for large class sizes</td>
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<td>• Stairs in the tiered lecture rooms in Merrill Hall building N are too steep</td>
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<td>• Need quiet study spaces at all campuses</td>
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<td>• Need group study spaces at all campuses</td>
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<td>• Need access to space for 200-300 people for events, conferences and workshops</td>
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1.8 **Next Steps**

Jonathan discussed next steps and important upcoming dates in the project schedule.

March 25th – Community Forum (Soledad High School Gym, 6pm)

These notes represent Lionakis’ understanding of the discussion and events of the meeting. These notes form the basis of future work. Should there be any incomplete or inaccurate information contained herein, please notify this office immediately for appropriate action. This report, if not corrected within five (5) days of receipt, shall be acknowledged as an accurate report of the events that took place at this meeting.