



MT. SAN ANTONIO COLLEGE 2018 Educational and Facilities Master Plan

JANUARY 21, 2017

TITLE 5 CALIFORNIA CODE OF REGULATIONS §51008 COMPREHENSIVE MASTER PLAN

The governing board of a community college district shall establish policies for, and approve, **comprehensive or master plans which include academic master plans and long range master plans for facilities**. The content of such plans shall be locally determined, except that the plans shall also address planning requirements specified by the Board of Governors.



TITLE 5 CALIFORNIA CODE OF REGULATIONS §51008 EDUCATIONAL MASTER PLAN

Ensures that the College will continue to meet its mission by answering two questions:

- How will our communities change in the next decade?
- Are our programs and services prepared to meet these challenges?



TITLE 5 CALIFORNIA CODE OF REGULATIONS §51008

FACILITIES MASTER PLAN

Ensures that the College's facilities support the College's institutional initiatives.

- Facilities Space
- Landscape and Outdoor Space
- Campus-wide Systems
- Traffic and Parking
- Utility Infrastructure



MASTER PLAN PURPOSE

The EMP and FMP will be developed in tandem. The EMP will drive the FMP. They will complement each other and create the Comprehensive Master Plan (CMP) document:

- The CMP will be a reflection of the College's commitment to its mission and will reflect the long-range program development, growth, and capital plans for the College.
- Further, the EMP will provide the foundation of the effective development of the FMP.
- This **integrated planning** process ensures that all planning and resource allocation activities, throughout every level of the organization, are effectively linked, coordinated, and driven by the institution's vision, mission, and academic priorities.

MASTER PLAN STEERING TASK FORCE FUNCTIONS

- To oversee the development of an integrated Educational and Facilities Master Plan (EFMP) where the Educational Master Plan (EMP) serves as the foundation for the Facilities Master Plan (FMP).
- To foster openness and inclusion in the master planning process, through dialogue and communication with the College's internal and external stakeholders.
- To guide the review and College-wide vetting of the Educational and Facilities Master Plan (EFMP), including the impact on College goals and priorities, analysis of data, consideration of alternative planning concepts, and discussion of key findings and recommendations.
- To ensure that the master planning process is coordinated with other campus planning processes and is consistent with the established direction and focus of the College.

MASTER PLAN PROCESS

5 PHASES

SEPTEMBER
2016

DECEMBER
2017



1 / PREPARE

2 / **ANALYZE**

3 / FRAME

3 / EXPLORE

5 / RECOMMEND



JANUARY
2017

PHASE 1: PREPARE

SEPTEMBER – NOVEMBER 2016

- Review current Mt. SAC planning documents
- Develop draft materials for review and discussion
- Collect data, existing plans, and campus history and background documents
- Hold first two meetings of the Master Plan Steering Task Force
- Create a public master planning webpage: mtsac.edu/efmp



PHASE 2: ANALYZE (EDUCATIONAL MASTER PLAN) OCTOBER 2016 – JANUARY 2017

- Review draft data chapter with Master Plan Steering Task Force.
- Draft first analysis of instructional disciplines
- Meet with faculty, staff and administrators with FMP consultant team to review drafts by disciplines
- Use feedback from the College to prepare a second analysis of instructional disciplines
- Draft first analysis of student services and administrative services



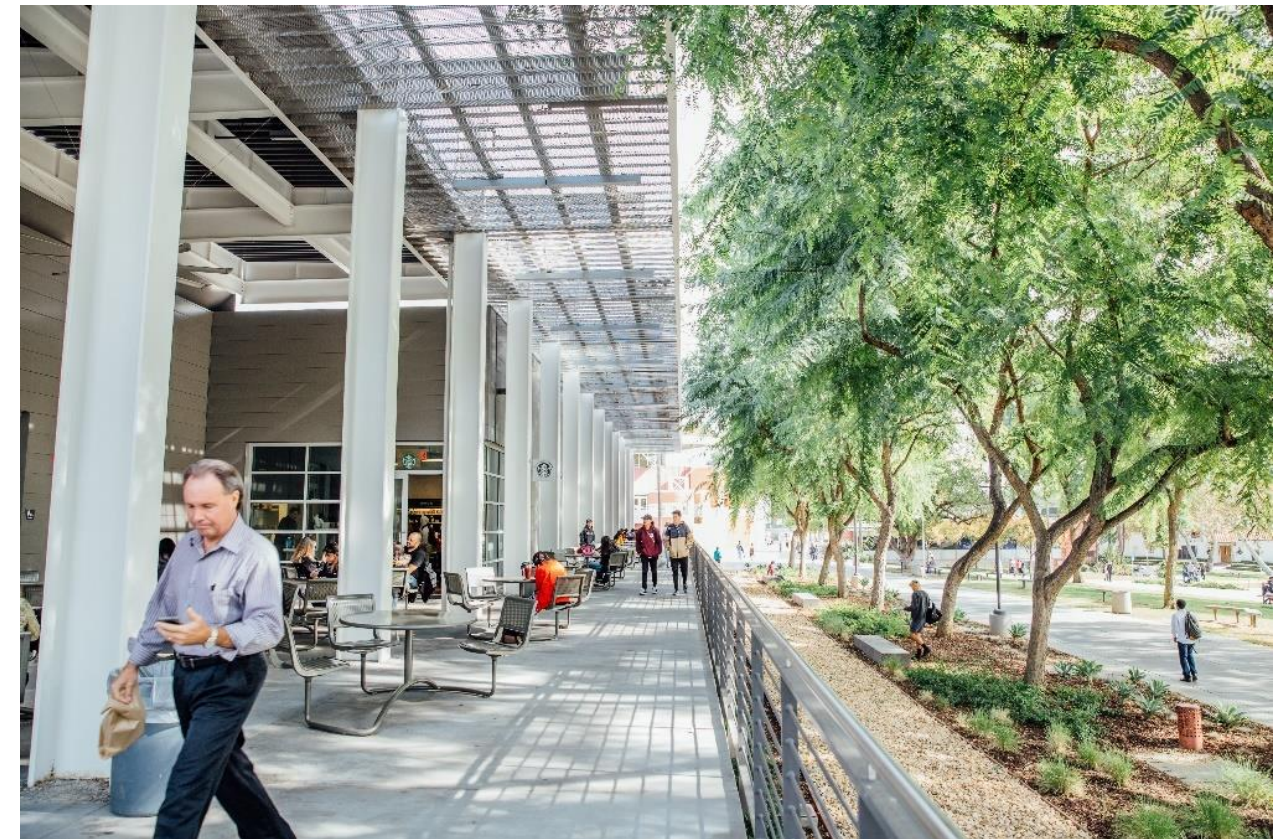
PHASE 2: ANALYZE (FACILITIES MASTER PLAN)

OCTOBER – MARCH 2017

- Participate in EMP instruction division interviews and ascertain associated facilities needs
- Analyze the existing overall campus and individual building conditions
- Identify issues and opportunities
- Validate findings through discussions with College stakeholders
- Brainstorm ideas about facilities and outdoor spaces to support College initiatives
- Study the campus and interview staff:
 - Instructional program interviews
 - Farm Meeting & Tour
 - Wildlife Sanctuary Tour
 - Climate Commitment Committee Meeting
 - Landscape Planning Meetings #1 & #2
 - Pull Planning Meeting

PHASE 3: FRAME FEBRUARY – APRIL 2017

- Develop space program for facilities
- Articulate facilities planning principles
- Invite everyone to campus forum
- Receive feedback on draft EMP – revise based on feedback



PHASE 4: EXPLORE APRIL – JUNE 2017

- Develop planning options for facilities and seek feedback
- Review planning options for facilities within a Campus Forum format



PHASE 5: RECOMMEND

JUNE 2017 – JANUARY 2018

- Draft complete EFMP
- Receive feedback on EFMP and revise based on feedback
- Finalize EFMP
- Submit to the Board



ANALYZE COMMUNITY ENGAGEMENT NOVEMBER 2016 – NOVEMBER 2017

- Community Facilities Plan Advisory Committee:
 - Sequence of five meetings over the year to gather input and provide updates
- Host open houses to inform and gather feedback from the public
- Conduct focus group meetings with students to inform and gather feedback
- Maintain website with meeting minutes and updates



MASTER PLAN TIMELINE

Schedule	Phase
SEPTEMBER - NOVEMBER 2016	ORIENTATION + INITIAL MEETINGS
OCTOBER - DECEMBER 2016	RESEARCH
DECEMBER 2016 - MARCH 2017	DRAFT EMP DEVELOPED
OCTOBER - JANUARY 2017	EXISTING CONDITIONS ANALYSIS
MARCH 2017	ACCREDITATION VISIT (March 6–9, 2017)
FEBRUARY - MARCH 2017	EXPLORE OPTIONS
MARCH - MAY 2017	PUBLIC FORUMS + COMMENTS
APRIL - JUNE 2017	RECOMMEND SOLUTION
JUNE - SEPTEMBER 2017	FINAL EMP + FMP DEVELOPED
OCTOBER - DECEMBER 2017	INTERNAL DISTRICT PRESENTATIONS
JANUARY 2018	BOARD WORKSHOP + FIRST READING
FEBRUARY 2018	CMP ADOPTION BY BOARD

EDUCATIONAL MASTER PLAN

Program Analysis:

- Description of Discipline or Service
- Data
- Growth Projection
- Challenges and Opportunities
- Implications for Facilities



FACILITIES MASTER PLAN

- Data Linkages between EMP and FMP
- Space Utilization Planning, and Space Inventory Analysis
- Existing Conditions Analysis
- Environmental Analysis
- Facilities Recommendations
- Site Improvement Recommendations
- Phasing Recommendations





QUESTIONS + COMMENTS