

2019-2020 Year-End Committee Report Form

Committee: Campus Planning Board

Chair: Silke Higgins

Chair-Elect for 2020-2021:

Silke Higgins
silkehiggins@sjsu.edu

Number of Meeting held:

3

(Please include phone/zip/email if available)

Items of Business Completed 2019/2020

1. CPB has advisory functions, and does/did not independently complete business.

2.

3.

Unfinished Business Items from 2019/2020

1.

2.

3.

New Business Items for 2020/2021

1.

2.

3.

Please return to the Office of the Academic Senate (ADM 176/0024) by June 16, 2020.

Campus Planning Board
Agenda 09/10/19 - First Meeting
Clark 412; 12:30 – 1:30pm

Note Taker: Nitin Aggarwal

Members: Aggarwal, Agrawal, Carrera, Carter, Drury, Higgins (Chair), Jeon, Jones, Kemnitz, Liu, Millora, Rabin, Sario, Seah, Shaffer, Thienes, Tsai

Agenda Items:

- Welcome to new members
- Discussion on IRC signage on outside of DMH building
- Open discussion about unfinished/new business, question, suggestions, etc.

Fall 2019 Meeting Schedule (12:30-1:30 in Clark 412):

- October 8
- November 12
- December 10

Campus Planning Board

Meeting Minutes 09/10/19 - First Meeting 2019-2020

Clark 412; 12:30 – 1:30pm

Note Taker: Nitin Aggarwal

Present: Diana Seah, Daniella Carrera, Ben Thienes, Nitin Aggarwal, Hyeran Jeon, Kate Liu, Ben Carter, Scott Shaffer, Cher Jones, Carl Kemnitz, Silke Higgins (Chair)

Absent: Lisa Millora, Asha Weinstein Agrawal, Robert Drury, Chia Tsai, Colette Rabin

- Meeting started with introducing old and new members.
- Silke Higgins was elected Chair for AY 2019 – 2020.
- Higgins presented the current charge, responsibilities, and membership structure of the CPB committee:
 - CPB, when requested by the President, advises President about long range physical planning, including planning and review of campus master plan.
 - To advise the President in regard to planning, location, construction, and operations of lesser physical structures. E.g. plants, landscape, aesthetics etc.
 - Advise President on matters related to historical buildings and grounds, having been formally assigned the charge of the now-dissolved Heritage Committee.
- The CPB should primarily act on issues brought in front of the committee but can also address items of interest or concern where appropriate. However, due to a number of factors, the CPB is not permitted to conduct campus-wide surveys or those targeting specific populations on campus.
- Kemnitz suggested that the CPB invite Charlie Faas, VP Admin and Finance and CFO in order to receive input for future direction. Higgins will email VP Faas to coordinate possible attendance during this semester.
- IRC signage and DMH signage is confusing. Some of the rooms in the two connected buildings apparently have same room numbers, confusing the visitors to the building. In the past, unsightly paper signs taped to the entry doors directed visitors to either DMH or IRC.
- Shaffer inquired if the now-dissolved heritage committee had compiled a list of historical buildings on campus.
- The CPB discussed the current plans for new buildings on campus and construction

activities on the South Campus, including the upcoming Athletics Center.

- Higgins will invite [Christine Hutchins](#), Associate Vice President, Strategic Communications and Marketing, and Michelle Fray to present to the CPB updates on signage and discuss future directions.
- Future meetings Oct 8, Nov 12, and Dec 10.

Campus Planning Board
Agenda 10/08/19 - First Meeting
Clark 412; 12:30 – 1:30pm

Note Taker: Asha Weinstein Agrawal

Members: Aggarwal, Agrawal, Carrera, Carter, Drury, Higgins (Chair), Jeon, Jones, Kemnitz, Liu, Millora, Rabin, Sario, Seah, Shaffer, Thienes, Tsai

Agenda Items:

- Vice President for Administration and Finance Charlie Faas will be attending the meeting, providing updates and fielding questions.

Fall 2019 Meeting Schedule (12:30-1:30 in Clark 412):

- November 12
- December 10

Campus Planning Board

Meeting Minutes 10/8/2019

Clark 412; 12:30 – 1:30 PM

Note Taker: Hyeran Jeon

Present: Aggarwal, Carrera, Carter, Drury, Higgins (Chair), Jeon, Jones, Liu, Millora, Seah, Thienes, Tsai

Guest: Charlie Faas, VP of Administration & Finance

- Charlie Faas, the VP of Administration & Finance joined the meeting and provided useful information on the PG&E power outage and on-going and future campus planning. He also received feedback from the committee on a number of issues.
 - PG&E Power Outage:
 - If downtown core were to go dark tomorrow the SJSU campus would close too, with the exception of a few buildings designated as essential. The campus would fully reopen when downtown power comes back
 - Library, student union, housing, and some research areas that have animals and so on would remain open. Engineering building would be closed and would have alternative classrooms opened.
 - Remaining areas would be closed if power would be turned off and classes would be canceled. All parties need to check mails (mostly through SJSU alert) to be notified. By the end of tonight or early morning tomorrow (around 5AM), it will be known if PG&E will shut down downtown San Jose. Plan to come to class unless otherwise notified by the school.
 - SJSU has on-campus power co-generator for backup but cannot guarantee full power resources for prolonged periods of time.
 - PG&E planned for 1 or 2 days of outage but set up the entire plan to span up to 5~7 days. So, prepare yourself (fuel the car, pull cash from ATM, electricity at home, etc.)
 - On-going & Future Campus Plans
 - Science building is being built on time, process going smoothly
 - Associate Students House will likely open in a month (including recreational area with BBQ pit)

- South campus 4-story parking garage will open in the fall of next year. North of this garage will be student recreation areas and a community walking path.
 - Grass on the hill of the stadium will be mowed by goats.
 - Working on expanding student/staff housing. Nearby the 2nd street parking garage may be used for this (under discussion).
 - BART will be coming into the downtown (students can come from Fremont to campus). Clipper card can be used from Berryessa to campus until December when the construction will be completed.
 - For the campus master plan (1st QT of next year), the input from the Campus Planning Board is needed on the priorities.
- Feedback & Discussion with the Board
 - Committee suggested to help solve the indistinguishability issue of DMH and IRC. At the entry of DMH and IRC could be placed signage or sculpture; alternatively, the two portions of the building could be painted in differing colors.
 - CPB inquired whether it is legal not having air conditioning in the Industrial Studies building. Faas affirmed that it is legal and explained that buildings from the 1950s have very thin windows, thus adding air conditioners would present a huge waste of money. Only some rooms (used by military) that face sunlight for a large portion of the day have been provided with air conditioning. CPB suggested full building fans instead of air conditioning if budget is the problem. Faas responded that DMH once had fans but there were problems caused by the fan's noise pollution and the limited reach of the slightly cooler air.
 - CPB asked if it is possible to install solar-paneled covering on top of the parking garages. Faas said this would be difficult to achieve due to budget constraints and the design of the parking lots.
 - CPB asked about putting scooter trail and parking area near south campus; Faas spoke to the fact that the City is considering to extend Coyote Creek (bike trail) to the south campus, and adding more bike paths throughout.

Fall 2019 Meeting Schedule (12:30-1:30 in Clark 412):

- November 12
- December 10

Campus Planning Board

Agenda 11/12/19 - Third Meeting of the Semester

Clark 412; 12:30 – 1:30pm

Note Taker: Daniella Carera

Members: Aggarwal, Agrawal, Carrera, Carter, Drury, Higgins (Chair), Jeon, Jones, Kemnitz, Liu, Millora, Rabin, Sario, Seah, Shaffer, Thienes, Tsai

Agenda Items:

Christine Hutchins (Senior Associate Vice President of Strategic Communications and Marketing, Office of the President) and **Michelle Frey** (Creative Director, Strategic Communications and Marketing, University Advancement) will be attending the meeting, providing updates, insights, and fielding questions.

Fall 2019 Meeting Schedule (12:30-1:30 in Clark 412):

- December 10

Campus Planning Board Meeting Minutes
11/12/2019
Clark Hall 412

Agenda: Christine Hutchins (Senior Associate Vice President of Strategic Communications and Marketing, Office of the President) and Michelle Frey (Creative Director, Strategic Communications and Marketing, University Advancement) attend the meeting in order to provide updates, insights, and fielding questions.

Notes:

- Introductions
- Strategic Communications and Marketing presentation
 - University Library
 - Posters showcasing the faculty award recipients (interior atrium)
 - 2019 faculty award winners and early career investigator award recipients (interior atrium)
 - Friends bookstore windows will be covered with vinyl displays to showcase the library's contributions to the campus (exterior windows, facing campus, ground level); currently waiting for finalization before putting the display on the glass
 - South Campus: Using the land that would have been used for track and field facility for a parking garage and a student only recreational arena - coming fall 2020
 - There will be a mesh facade showing what will be put in the area during the time of construction
 - There will be a community walking path around the field
 - CPB was shown the model for the new south campus facility and garage
 - CPB and guests discussed ideas for the area between the garage and field to commemorate Bud Winters
 - Possible community involvement
 - SJSU branding of the new facility
 - Staying with the new marketing theme
 - Possible benches, solar light posts, trees
 - Public safety issues
 - Transit stops

- Works in progress
 - Provident Credit Union building signage underway
 - New name for the event center
 - Better quality metal signage
 - New shuttle bus designs
 - Hammer theatre theme & SJSU roof logo
 - SJSU fire weather research laboratory truck
 - Possible new perimeter banners
 - Professors, area-specific banners, Facilities, Coaches, Dean recognition banners, Etc.
- Other Partnerships
 - Parent and family weekend video
 - “SJSU Cares” campaign: communications and marketing support agency
 - More videos for students to learn more about SJSU and programs provided to them.
 - RTVF/spartan films to work on the President’s holiday message and multipurpose SJSU digital spot
 - Celebration of research event reinvention for March 2020
 - Involvement with the VPRI event
- Campus sustainable walk
 - Being designed by students in collaboration with Charlie Faas
- Possible SJSU exhibit in the SJ airport
- Better signage on buildings around campus
 - Budget issues
 - Better wayfinding around the campus with transit and buildings

Campus Planning Board

Agenda 03/10/2020 - First Meeting of the Spring Semester

Clark 412; 12:30 – 1:30pm

Note Taker

Benjamin Carter

Members

Aggarwal, Alexander, Carrera, Carter, Drury, Higgins (Chair), Jeon, Jones, Kemnitz, Liu, Millora, Rabin, Sario, Seah, Shaffer, Thienes, Tsai

Guest

Tamsen Burke, Executive Director of the Student Union

Agenda Items

- Welcome to the Spring 2020 Semester
- Short, informal presentation by Tamsen Burke, Executive Director of the Student Union
- Possible addition of seat CPB (Executive Director of Student Union)
- Use of Student Union food court seating area as "study hall"
- Discussion on business the CPB would like to continue from last semester (if any)

Spring 2020 Meeting Schedule (12:30-1:30 in Clark 412)

- March 10, 2020 (Note taker: Rob Drury)
- April 14, 2020 (Note taker: Hyeran Jeon)
- May 12, 2020 (Note taker: Cher Jones)

Please note: If you are unable to attend the meeting you are taking minutes for, please contact the next person on the alphabetical membership roster to arrange for a trade.