

AGENDA

COMMITTEE ON CAMPUS PLANNING, BUILDINGS AND GROUNDS

Meeting: **10:30 a.m., Tuesday, March 19, 2019**
 Glenn S. Dumke Auditorium

Rebecca D. Eisen, Chair
Romey Sabalius, Vice Chair
Jane W. Carney
Wenda Fong
John Nilon
Christopher Steinhauser
Peter J. Taylor

- Consent** 1. Approval of Minutes of the Meeting of January 22, 2019, *Action*
 2. Categories and Criteria for the Five-Year Plan, *Action*
- Discussion** 3. Campus Emergency Preparedness and Response, *Information*

**MINUTES OF THE MEETING OF THE
COMMITTEE ON CAMPUS PLANNING, BUILDINGS AND GROUNDS**

**Trustees of the California State University
Office of the Chancellor
Glenn S. Dumke Conference Center
401 Golden Shore
Long Beach, California
January 22, 2019**

Members Present

Rebecca D. Eisen, Chair
Romey Sabalius, Vice Chair
Jane W. Carney
Wenda Fong
John Nilon
Peter J. Taylor
Adam Day, Chairman of the Board
Timothy P. White, Chancellor

Trustee Rebecca D. Eisen called the meeting to order.

Public Speakers

Public comment was made relating to parking demand on the California State University, Los Angeles campus.

Consent Agenda

The minutes of the November 13, 2018 meeting of the Committee on Campus Planning, Buildings and Grounds were approved as submitted.

**California Polytechnic State University, San Luis Obispo—Science and Agriculture
Teaching and Research Complex**

Information about the proposed Science and Agriculture Teaching and Research Complex at Cal Poly San Luis Obispo was presented.

Following the presentation the trustees asked questions about the sources of funding for the project. The committee recommended approval of the proposed resolution (RCPBG 01-19-01).

Trustee Eisen adjourned the meeting.

COMMITTEE ON CAMPUS PLANNING, BUILDINGS AND GROUNDS

Categories and Criteria for the Five-Year Plan

Presentation By

Elvyra F. San Juan
Assistant Vice Chancellor
Capital Planning, Design and Construction

Summary

The California State University Board of Trustees has typically annually adopted categories and criteria used to set priorities for academic project requests in the Capital Outlay Program. In light of the minor changes that have been made to the categories and criteria over the last ten or more years, it is proposed that the Categories and Criteria be approved for application in preparing the Five-Year Plan without regard to the fiscal year the plan is proposed for the Board of Trustees' consideration. If adopted by the Board of Trustees, the proposed Categories and Criteria for the Five-Year Plan will remain in place for the development of future budget requests and return to the board only for approval of significant changes.

The proposed changes to the categories and criteria approved by the Board of Trustees last year for the 2019-2020 through 2023-2024 program development are shown in Attachment A using *italics* and ~~strike through~~ to denote changes.

General

Priorities will be determined based upon the strategic needs of the system in consideration of existing deficiencies in the type, amount and/or condition of campus space to serve the academic master plan. Priority will be given to projects that address critical infrastructure deficiencies. Projects to modernize existing facilities or construct new replacement buildings in response to academic needs or enrollment demand will be considered on a case-by-case basis. Campuses are encouraged to identify funding sources for projects to receive priority consideration, however, such funding will not guarantee a higher prioritization for the project based on the strategic needs of the system.

Proposed Changes

Attachment A contains the proposed categories and criteria for the Five-Year Plan.

Recommendation

The following resolution is presented for approval:

RESOLVED, by the Board of Trustees of the California State University, that:

1. The Categories and Criteria for the Five-Year Plan in Attachment A of Agenda Item 2 of the March 18-20, 2019 meeting of the Committee on Campus Planning, Buildings and Grounds be approved; and
2. The chancellor is directed to use these categories and criteria to prepare the Five-Year Plan for 2020-2021 through 2024-2025, and thereafter.
3. Any significant changes to the categories and criteria used for the capital improvement program priority setting needed or recommended in the future will return to the board for consideration.

Categories and Criteria to Set Capital Program Priorities

General Criteria

Capital priorities will be determined based upon the strategic needs of the system in consideration of existing deficiencies of campus space to serve the academic master plan. Priority will be given to projects that address critical seismic and infrastructure deficiencies, including fire life safety, utility infrastructure critical to campuswide operations, reductions in GHG emissions, and ~~capital~~ deferred renewal in existing facilities. Projects to modernize existing facilities or construct new replacement buildings in response to academic needs or enrollment demand will be considered on a case-by-case basis. Campuses are encouraged to identify funding sources for projects that reduce total project financing costs to receive priority consideration; however, additional funding does not guarantee a higher prioritization for the project based on the strategic needs of the system.

A campus may submit a maximum of one major debt financed academic facility or academic support project for the action year. Up to three academic projects and three self-support projects per year can be proposed for the remaining four planning years, including health and safety projects. This approach aims to encourage campuses to identify their facility needs and not impose a one-project limit across all five years that may inadvertently understate the true funding level needed for academic and self-support project funding.

Projects submitted for inclusion in the Systemwide Infrastructure Improvement program, equipment, seismic strengthening, donor-funded projects, certain public-private-partnerships, and reserve-funded projects are excluded from the project limits. Exceptions to these limits will also be considered on an individual project basis. Seismic strengthening projects will be prioritized according to recommendations from the CSU Seismic Review Board.

Approval of multi-phase projects may require the project funding to be allocated over more than one year. Campuses are encouraged to use designated capital reserves to co-fund projects. Campus requests for preliminary plans, working drawings, and construction (PWC) lump sum funding will be considered on an individual project basis based on its complexity, scope, schedule, and the availability of campus funds to co-fund the project.

Current Board of Trustee-approved campus physical master plan enrollment ceilings apply to on-campus seat enrollment only. These numbers are to be used as the basis of comparison for justifying capital projects that address enrollment demand to be accommodated on campus. Enrollment estimates that exceed these figures should be accommodated through distributed learning, state-supported summer session, and other off-campus instructional means. Campus utilization of space, along with relative deficits of space, demand for space and/or deficiencies of space will also be considered.

Individual Categories and Criteria

Projects will be placed within each category based on the established criteria and predominant purpose of the project.

I. Existing Facilities/Infrastructure

A. Critical Infrastructure Deficiencies – CD (Critical Deficiencies)

These projects correct structural and health and safety code deficiencies by addressing fire and life safety problems and promoting code compliance in existing facilities. Projects include seismic strengthening, correcting building code deficiencies and failing infrastructure, and addressing regulatory changes which impact campus facilities or equipment. This category also includes the systemwide Infrastructure Improvements program.

B. Modernization/Renovation – FIM (Facilities Infrastructure/Modernization)

These projects modernize existing facilities or construct new replacement buildings in response to academic and support program needs; and replace utility services/building systems to improve facilities and the campus infrastructure. This category includes group II equipment (furnishings) to make remodeled and replacement facilities operable.

II. Growth/New Facilities – ECP (Enrollment/Caseload/Population)

These funds eliminate instructional and support deficiencies to support campus growth, including new buildings and their group II equipment, additions, land acquisitions, and site/infrastructure development.

COMMITTEE ON CAMPUS PLANNING, BUILDINGS AND GROUNDS

Campus Emergency Preparedness and Response

Presentation By

Steve Relyea
Executive Vice Chancellor and
Chief Financial Officer

Erika D. Beck
President
CSU Channel Islands

Gayle E. Hutchinson
President
CSU Chico

Judy K. Sakaki
President
Sonoma State University

Michael P. Redmond
Assistant Vice Chancellor
Business and Finance Operations Support

Elvyra F. San Juan
Assistant Vice Chancellor
Capital Planning, Buildings and Grounds

Summary

This item provides an overview of the California State University's strategies to prepare for emergencies. Reports from CSU Channel Islands, CSU Chico, and Sonoma State on their recent emergency experiences, and next steps to improve CSU readiness will be presented at the March 18-20, 2019 meeting of the Committee on Campus Planning, Buildings, and Grounds. Campus and Chancellor's Office emergency preparedness plans are activated whenever a natural disaster or hazardous conditions reaches proportions beyond the capacity of routine operations. CSU continues to develop and implement proactive strategies to safeguard the campus community.

Background

Campus Emergency Operations Centers (EOC) are activated upon identification of an impending or existing emergency that may affect a campus, multiple campuses, or surrounding area. Often, all departments are required to contribute to an overall emergency response. The CSU organizes its emergency teams following the Incident Command System (ICS) which is an essential component of both the State Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS). ICS provides a nationally recognized and proven system to coordinate activities during a disaster, emergency, or continuity event, and in response to any kind of threat or hazard. The CSU follows the National Preparedness Goal mission areas that encompass prevention, protection, mitigation, response, and recovery. To achieve these goals, EOCs are staffed and operated in a manner appropriate for the demands of the event. When activated, the EOC guides emergency response and transitions to continuity in business operations after the emergency. When the response to an emergency exceeds campus capability or resources, other CSU campuses and the Chancellor's Office may assist along with local, state, and federal authorities if available.

Specific measures taken by the CSU to ensure the best response to emergencies, include:

- Requiring campuses and the Chancellor's Office to prepare emergency management plans, including supporting tools, checklists, and reference materials. The plans include specific hazards that have the potential to occur, i.e. planning for earthquakes or weapons on campus.
- Preparation of campus training and exercise plans to ensure that EOC team members know their roles and to test/improve emergency planning, processes, and capabilities.
- Commitment of law enforcement support for emergencies and incidents, including a Critical Response Unit (CRU) consisting of university police officers from every campus ready and able to maintain security/mitigate disturbances associated with events.
- Establishment of a systemwide virtual EOC that provides situational awareness for CSU leadership and enables coordination of support.
- Collaboration and coordination of campus staff across the system during emergencies such as; emergency managers, risk managers, environmental, health and safety officers, facilities and communications personnel, health professionals, etc.
- Mutual Aid agreements with local and state agencies, including the State Office of Emergency Services (Cal OES) and Federal Emergency Management Agency (FEMA).

- Establishment of contracts for essential services and supplies in the event of an incident, i.e. assistance from national experts; emergency response contractors and property restoration providers; ready psychological and counseling support for campuses.
- Annual review of facility fire safety compliance. Installation of fire sprinklers and alarms connected to centralized systems. Upgrading of water distribution systems.
- Continual progress on seismically strengthening facilities. Maintains an emergency response plan for seismic evaluation. Participating in State Earthquake Early Warning System (EEWS) Development (via Cal OES). The group is evaluating mass notification schemes of an eminent seismic event and the technical limitations involved.

Next Steps

To further improve our readiness based on recent emergencies, information is being gathered from the Sonoma, Channel Islands, and Chico campuses. The lessons learned will be used to update vulnerability assessments at other campuses. The goal is to identify how to better adapt campuses to natural disasters like increased fire risks, update campus vulnerability assessments and work to improve our ability to withstand potential future natural disasters.