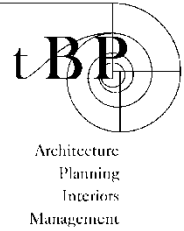


# MEETING NOTES

tBP/Architecture  
1777 Oakland Boulevard, Suite 320  
Walnut Creek, CA 94596  
925-246-6419



## **PROJECT**

Facilities Master Plan Update  
College of the Redwoods, Redwoods CCD  
7351 Tompkins Hill Road  
Eureka, CA 95501

tBP Project No. 22085.00  
Pre-Planning Meeting with Facilities Planning Committee  
Date: March 1, 2022

## **Present**

Julia Morrison, CR Vice President Academic Services  
Kevin Carter, CR Director of Facilities and Planning  
Sean Patton, CR Lead Landscaper  
Ben Hafer, Professor Construction Technology  
Erik Sorenson, Manager of Information Technology  
Tino Romero, Athletics Coordinator  
Johanna Helzer, Administrative Office Coordinator  
Phil Newsom, tBP/Architecture Project Manager  
Gary Moon, tBP/Architecture Designer  
Amy Jane Frater, tBP/Architecture Planner

## **PURPOSE OF MEETING**

To review project process schedule; to establish the planning context for the FMP Update, and the identify preliminary project goals.

## **DISCUSSION**

### **FMP Planning Team**

tBP/Architecture specializes in planning and design of facilities for California Community Colleges. The firm is currently working with CR on the Creative Arts Building Replacement, PE Building and Field House Replacements, and Athletic Fields.

FPC members were asked to prepare for this meeting by reviewing the 2022-32 Educational Master Plan, 2019-29 Facilities Master Plan, and Interview Summary dated 3-1-2022 from the Planning Team.

### **Process, Schedule, Participation**

- The process includes 3 phases: Learning Environment, Big Picture, and Recommendations.
- The timeline is about 6 months.
- The FPC will validate data, prepare for Stakeholder Workshops, synthesize stakeholder input, and make recommendations.
- The Workshops will be working sessions to share project information and gather Stakeholder ideas, comments and opinions.
- Dr Flamer has identified stakeholder groups to be included in the process, including:
  - Academic Senate
  - CSEA
  - Associated Students of CR
  - Management Council
  - Executive Committee
  - Wiyot Tribe
  - Botanical Garden
  - Cal Poly Humboldt
- If there are others who should be contacted, please provide the information to Julia Morrison and Kevin Carter.
- So far, the FMP Team has conducted Kick-Off Interviews. The results will be discussed in this meeting.

### **Assignment: Update 2019 Facilities Master Plan**

The group reviewed a site diagram of the Eureka main campus that shows the location of existing buildings, buildings to be demolished, and new facilities that are currently under construction. It represents a snapshot of the current implementation of the 2019 FMP at the Eureka campus.

- The scope of this project is to update the College's 2019 FMP. The existing FMP contains goals, information about existing facilities, and projects. It also contains recommendations for further studies of some issues.
- Most of the FMP work will focus on the Eureka main campus because it contains the most issues. The project will also address the Del Norte Educational Center, Shively Farm Instructional Site, and other District locations.
- Reasons for the FMP Update include:
  - FMP is required for CR Accreditation.
  - Update the FMP to the new EMP goals. The College's Educational Master Plan is the foundation of facilities planning. The facilities exist to serve CRs educational vision. The Board has approved the 2022-2032 EMP.
  - Address the needs for further information identified in the last FMP. This includes a 'Big Picture' concept for future development at the Eureka main campus in diagrams and narrative.
  - Maintain consistency with new criteria for State Capital Outlay funding. The goals in the updated FMP will be used to justify future proposals for state facilities funds.

### **Planning Context: Headcount Enrollment, Online Instruction**

- Headcount Enrollment decreased 30% from 2017-18 to 2020-21. The trend started with some decrease before the pandemic; then it dropped dramatically during the pandemic.
- Total District Online FTES was 17% in 2017-18 and rose to 37% in 2020-21. The jump was caused by the College's quick transition to more online instruction during the pandemic.

How will these trends impact CR's facilities needs?

- Julia Morrison commented that the campus still feels underutilized most of the time. However, current data indicates that enrollment has levelled off.
- Online instruction works for some students, and not for others. This is an opportunity for the College to adjust its instructional methodologies to meet changing student preferences.
- In the Kickoff Interview with Angelina Hill of Institutional Research, she mentioned that the College is experimenting with more hybrid and "Hi-Flex" instruction options for students. This effort is consistent with the EMP Initiative #3 to be a more "nimble and flexible institution." So far, these initiatives do not seem to be increasing CRs enrollment .

### **Planning Context**

The group discussed recent developments and ongoing trends that impact the College's facilities needs.

#### **Covid Pandemic**

- The world-wide pandemic caused by Covid-19 and its variants brought many restrictions on in-person interactions, as well as social distancing rules that were unheard-of in recent times. Educational campuses were mostly closed from March 2020 through the summer of 2021. Like other California Community Colleges, CR quickly turned to online instruction and services. In-person instruction was severely limited to selected lab classes, with restrictions on numbers of students per class. Other services were suspended for several months. In Fall 2021, some in-person instruction was reinstated. By Spring 2022, the College has resumed almost all in-person activities.

#### **Educational Partnerships**

- The transition of Cal State Humboldt to Cal Poly Humboldt, which became official in January 2022, presents an opportunity to CR to offer new transfer programs and collaborations with CPH.
- CR has a thriving partnership with the Hoopa Valley Tribe at the Klamath-Trinity Instructional site.
- The College has close relationships with K-12 districts in our service area.
- Dr Flamer & some faculty mentioned an idea to establish a facility, such as a maker space, to attract and strengthen the College's educational and industry partnerships.

#### **Regional Industries**

- Rising industries are bringing new job opportunities for CR students. They include Agriculture, Aquaculture, Cannabis, Wind Energy, Natural Resources and Broadband.
- In the Kickoff Interview with the EMP Team, Chris Gaines indicated that 40% of the local economy is generated by entrepreneurial enterprises.

### **Regional History and Culture**

- Humboldt and Del Norte Counties have a rich natural and cultural history that enrich the local economy, social and physical environments, and community values.

### **Rural Issues**

- The District's physical area is very large and driving distances are far.
- The Eureka campus is in a sparsely populated area outside of Eureka. College of the Redwoods is known as a 'commuter school', notwithstanding that it is one of the few California Community Colleges to have on-campus student housing.

### **Regional Internet Access**

- Internet service is not reliable or available in some areas of the District due to distances, low population density and regional topography

### **Sustainability Initiatives**

College of the Redwoods is an active steward of its physical environments. Kevin Carter, Sean Patton, Julia Morrison and the group listed examples of current CR Sustainability efforts:

- Develop a microgrid/solar panel system to generate electricity at the Eureka main campus.
- Feasibility study of solar panels on the Science Building at Eureka campus to generate electricity.
- Expand composting programs at the Shively Farm Instructional Site and at the Eureka Campus cafeteria.
- Feasibility study to install EV stations with PG&E and a subconsultant to encourage alternative vehicle use.
- Convert to LED lighting throughout all locations, both in buildings and on sites.
- Feasibility study to replace grass with artificial turf on new Athletic fields at Eureka campus to reduce water use.
- Upgrade storm water collection tanks from redwood to steel for durability.
- The new replacements of the Creative Arts Building and PE Building have daylighting and skylights to reduce energy use. Both are solar-ready, meaning they can receive a future solar energy system.
- The new Creative Arts Building has radiant heat and operable windows, instead of air conditioning, to decrease energy use. The Rain Garden and a new storm water collection tank divert water to a reservoir. It is used to water the trees in the Quad.

The FMP Team will work with GHD to identify any other initiatives which may have been part of recent Underground Utility Infrastructure Replacement project at the Eureka campus.

## **Campus Voices: Kickoff Interviews**

In January and February 2022, the FMP Team conducted background interviews to understand the context for facilities planning. Participants were asked, “What is happening at CR that will have an impact on its campus environments?” Their information is a starting point for the Facilities Planning Committee’s work.

The group reviewed a sampling of the comments. The Interview Summary Notes are attached to these meeting minutes.

## **Interview Themes**

The stakeholder comments from the Kickoff Interviews revealed contextual themes for the Facilities Master Plan.

### **Era of Change and Opportunity**

Factors that affect today’s learning climate are changing, accelerated by the recent pandemic. College of the Redwoods sees these factors as opportunities to evolve and thrive.

### **Create Flexible Learning Environments**

The needs of students, as well as methods of instructional delivery, will continue to evolve. The College’s environment for instruction and services needs to be flexible and agile. Offer physical and virtual resources for collaborative, hands-on, and meaningful learning experiences.

Comments:

- Hands-on learning can bring people back to in-person activities on CRs campuses.
- Some students do well with online instruction; others do not.
- The flexible timing of online classes is an important consideration when student choose between options.
- It is important to provide options for learning modalities, such as in person, online, hybrid and Hi-Flex.
- Example: The Automotive industry is rapidly changing, such as electric cars, which require new workforce skills. Lab environments need to be flexible and agile.
- CR is working hard to improve the quality of online education and services. During the campus closure, instructors had to immediately pivot from in-person to online learning. They did not have time to adapt curriculum and course materials. Now that the faculty and staff are more experienced users, they are focused on enhancing quality.
- In the Interviews, a faculty member mentioned that her students can’t find enough appropriate spaces on campus to participate in zoom classes. They need quiet spots where they can talk out loud, as well as internet connectivity.
- The key is ACCESS. Students need access to options for online and in-person instruction, services, and other collegiate activities.

### **Encourage Active Student Life**

College of the Redwoods encourages students to be engaged in a community of peers and opportunity. Students' expectations and challenges are changing. The College is making great efforts to work with students to understand their needs.

#### Comments:

- Interview participants indicated that the only places for students to go in their free time are the Eureka cafeteria and the library. These spaces are not flexible for students to hang out, rest, study in groups, work on non-class projects, hold events, etc.
- Parts of the Student Resources Center are closed because the building is located on a fault line. The cafeteria, club spaces and student gathering areas are closed. Replacement of the facility is a project in the 2019 FMP.
- Interview participants also indicated that the old Science and Humanities Buildings had indoor spaces for faculty-student collaboration, as well as popular outdoor spaces where members of the College could hang out on the Eureka campus. The replacement buildings do not have these spaces. Possibly, there was a lack of direction in the College's Facilities Master Plan to articulate how each building should contribute to a strategy for the whole campus to support its educational vision.
- Tino Romero commented that CR is a commuter school. Students make a commitment of time to come to a campus. They need more options for free-time activities.
- Sometimes students sleep in their cars between classes because there is nothing else to do on campus.
- There is a lack of comfortable study spaces on the Eureka campus. The Athletics Department allows student athletes to use the team room for study and hanging out.
- The College used to offer recreational sports at the campus for students and the community, including a basketball league and parcourse.
- Resident and non-resident students need more things to do on campus in their free time.
- The Eureka cafeteria does not offer enough food options, and the hours are not very convenient for resident students.

### **Facilitate Partnership Opportunities**

Partnerships are essential to the College's commitment to students for transfer and workforce. Enable connections between the members of the College of the Redwoods and partners in education, industry, and the community.

### **Offer Community Access to Campus**

Provide events and facilities that will encourage members of the community to engage with the College.

### **Enhance Open Spaces**

Enhance open spaces on the Eureka campus with uses that will support CR's educational vision. Per the 2019 Facilities Master Plan, several vacated buildings will be demolished, and the sites will be available for reuse.

Comments:

- The nature trail at the Eureka campus was well-loved and heavily used in the past. It is currently closed due to lack of maintenance resources. Refer to existing Master Plan regarding visions of Biology and Forestry departments (Appendix B). These features were developed in the 1970s and early 1980s.
- Tino Romero indicated that the College held campus-wide discussions in about 2018 about uses for the sites. The comments were documented; Julia Morrison will forward it to the FMP Team.
- Dr Flamer has mentioned an idea to create an outdoor space that celebrates local indigenous peoples and their cultures.

### **Role Model Sustainability**

Members of the College and the community expect the College of the Redwoods to be a leader in environmental stewardship. This is a dearly held community value.

### **Promote Diversity, Equity and Inclusion**

Support DEI awareness by encouraging collaborations between students, faculty/staff, community. CR is actively pursuing initiatives to increase DEI knowledge and activism.

### **Educational Master Plan Initiatives**

The College's 2022-2032 EMP contains initiatives to guide the College of the Redwoods in pursuing its educational vision.

1. Become the preferred transfer pathway to Cal Poly Humboldt.
2. Expand and prioritize offerings that prepare students for living-wage jobs.
3. Create a more nimble and adaptable institution.
4. Establish stronger wraparound experiences for students' total connection.
5. Pursue the future of learning.
6. Increase commitment to diversity, equity and inclusion.

### **Preliminary Facilities Master Plan Goals**

Based on the initiatives in the 2022-2032 Educational Master Plan, as well as the planning context and themes, the group discussed ideas for preliminary goals for the Facilities Master Plan Update.

#### **Learning Environment**

- Modern, Student Success, Hands-On, Work /Study, Online learning
- Continue the expansion or availability of on-line learning
- Provide more hybrid learning opportunities: physical and online instruction.
- Provide higher quality accessibility to various education types for all students.
- Look to adapt instruction /facilities to anticipate technological innovation and workforce trends
- Accessibility: Ability to access learning opportunities in person or online

### **Student Life**

- Provide housing to encourage college life and accessibility to basic needs. Food, culinary courses, nutrition
- Provide student gathering, studying, event space, recreational sports, par course, and collaboration spaces both inside and outside (covered)
- Provide space for clubs, student government that is flexible and accessible
- Provide space to support student basic needs, showers, food prep/pantry, communal areas.

### **Faculty/Staff**

- Provide space for collaboration
- Provide ability for staff to work on campus and remotely.
- Provide zoom capable spaces for students and staff.

### **Sustainability**

Refer to discussions above.

### **Diversity, Equity and Inclusion**

Refer to discussions above.

### **Technology**

- Need technology improvements: hardware, software. Infrastructure is improving and more accessible
- Provide ability for staff to work on campus and remotely.
- Provide zoom capable spaces for students and staff.

### **Next Steps**

FPC Meeting: Tuesday, March 29, 2022, 10 -11:30 am

- Analyze Existing Campus Conditions
- Prepare for Stakeholder Workshop

Stakeholder Workshop: Late March, Early April

- SWOT Analysis of Existing Conditions
- Identify Facilities Needs

Prepared by:

Amy Jane Frater AICP, LEED AP  
tBP/Architecture

### **Attachments**

20220301 FPC Pre-Planning Presentation  
20220301 FMP Interview Summary Notes



# Facilities Master Plan Update

Facilities Planning Committee

Pre-Planning Meeting

March 1, 2022



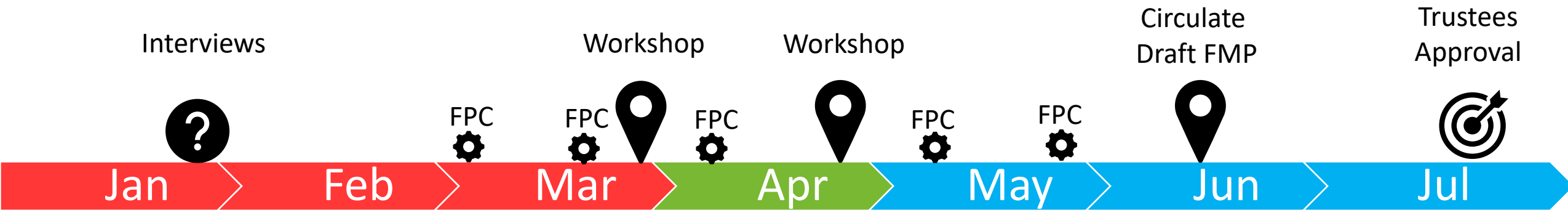


# **Purpose: Discuss planning context, identify preliminary Facility Master Plan Goals**

## **AGENDA**

1. Process, Schedule, Participation
2. Assignment: Update 2019 FMP
3. Planning Context
4. Identify Goals of FMP Update
5. Next Steps

# Process, Schedule, Participation



## Learning Environment

- Goals
- Existing Conditions Analysis
- Needs

## Big Picture

- Site Planning Options
- Preferred Option

## Recommendations

- Site Plan
- Projects
- Priority Criteria
- Phasing Plan



## Stakeholders (per President Flamer)

- Academic Senate
- CSEA
- Associated Students of CR
- Management Council
- Executive Committee
- Wiyot Tribe
- Botanical Gardens
- Cal Poly Humboldt



# Assignment: Update 2019 Facilities Master Plan



EXISTING CAMPUS PLAN



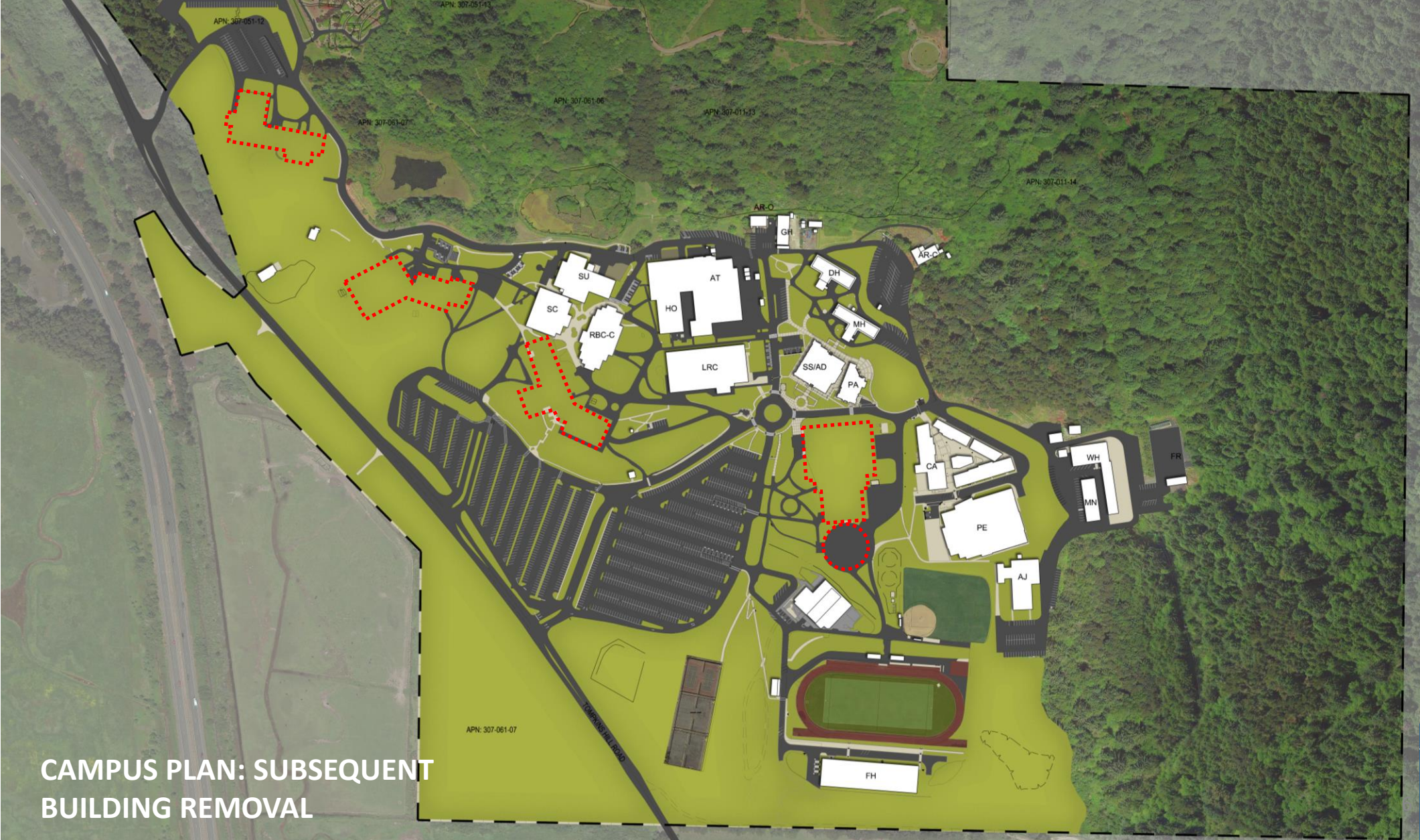
# Assignment: Update 2019 Facilities Master Plan



CAMPUS PLAN: NEW BUILDINGS  
IN PROCESS



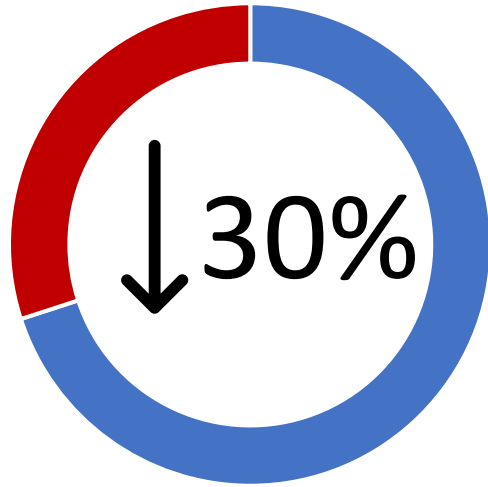
# Assignment: Update 2019 Facilities Master Plan



CAMPUS PLAN: SUBSEQUENT  
BUILDING REMOVAL

# Planning Context – Student Headcount, Online Instruction

Total District Headcount

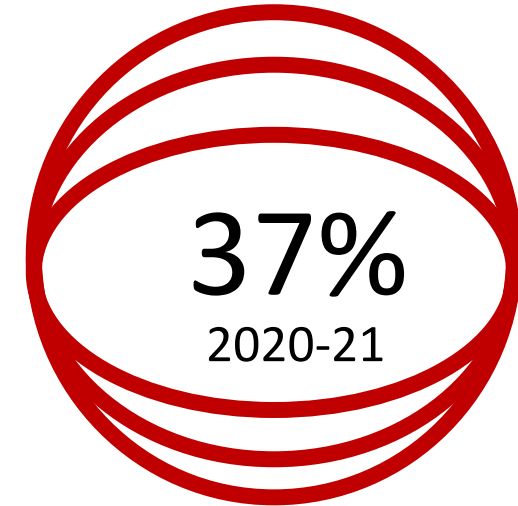


2017-18 to 2020-2021

Total District Online FTES



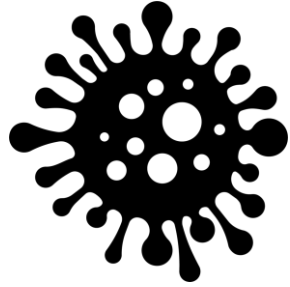
13%  
2017-18



37%  
2020-21

How will these trends impact CR's facilities needs?

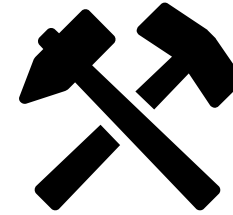
# Planning Context –



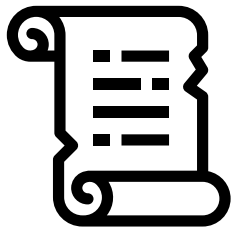
Pandemic



Educational Partnerships



Regional Industries



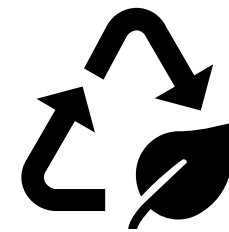
Regional History  
and Culture



Rural



Internet Access



Sustainability  
Initiatives

How will these conditions impact CR's facilities needs?



# Campus Voices: Kickoff Interviews

“We want to offer hands-on learning, meaningful experiences, and entrepreneurial opportunities to students and the community.”

“We are in an era of change and opportunity.”

“We want to establish a Maker Lab to attract Cal Poly Humboldt & industry partners.”

“Students need places to ‘be’ on campus to study, hang out, have fun, do group activities that are not in the cafeteria or library.”

“Athletics & Wellness are potential areas to attract community members to the campus.”

“Students & the community expect CR to be a leader in Sustainability.”

“Reuse demolition sites for instruction, indigenous culture, garden, natural area.”

Faculty are firmly committed To Diversity, Equity And Inclusion.

Katheryn Schopp

# Interview Themes: “Era of Change and Opportunity”

**Create Flexible Learning Environments**

**Role Model Sustainability**

**Offer Community Access to Campus**

**Encourage Active Student Life**

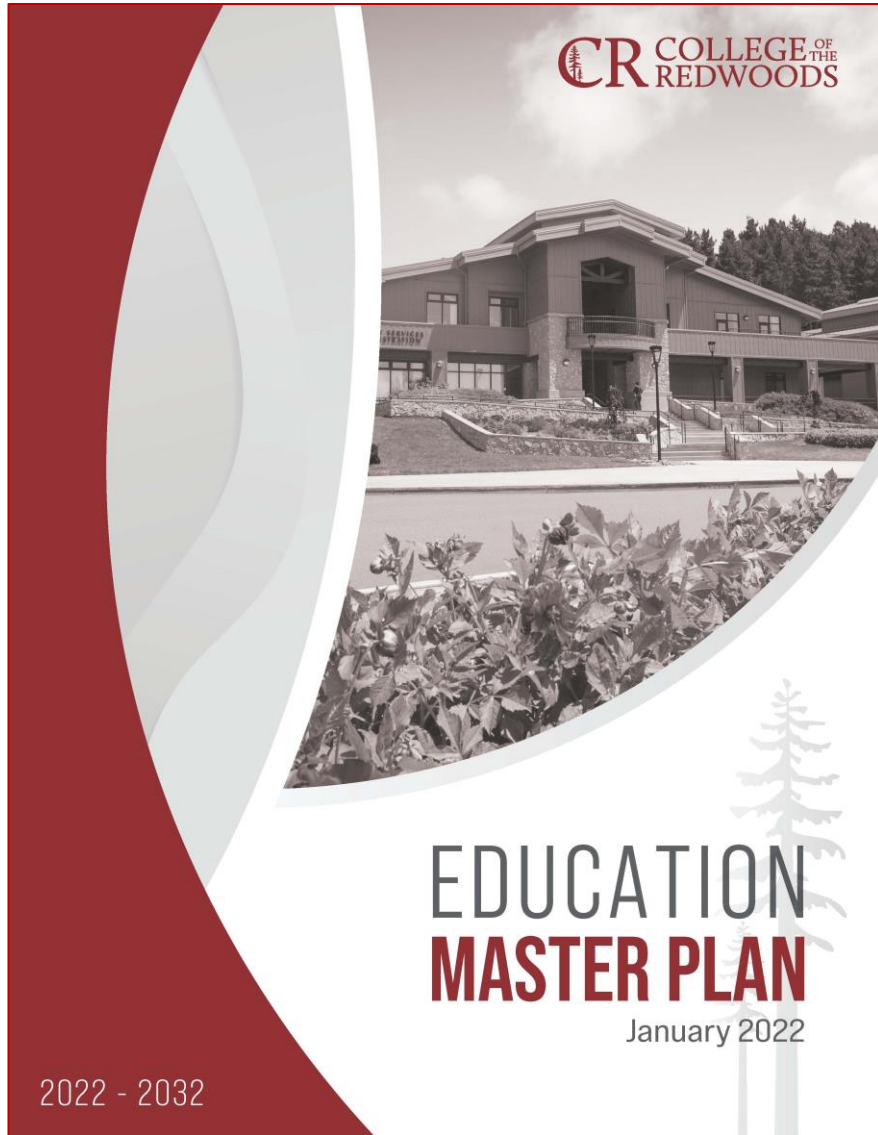
**Enhance Open Spaces**

**Facilitate Partnership Opportunities**

**Promote Diversity, Equity & Inclusion**

How do these comments relate to CR's facilities?

# 2022-2032 CR Educational Master Plan Initiatives



1. Become the preferred transfer pathway to Cal Poly Humboldt.
2. Expand and prioritize offerings that prepare students for living-wage jobs.
3. Create a more nimble and adaptable institution.
4. Establish stronger wraparound experiences for students' total connection.
5. Pursue the future of learning.
6. Increase commitment to diversity, equity and inclusion.

**The EMP is the foundation of the Facilities Master Plan.**

# FMP Preliminary Goals Worksheet

## EMP Initiatives

1. Pathway to Cal Poly Humboldt
2. Learning offerings for jobs
3. Nimble & adaptable
4. Students' total connection
5. Future of learning
6. Diversity, equity, inclusion

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## Learning Environment

Modern, Student Success, Hands-On, Work /Study, Online learning

- Continue the expansion or availability of on-line learning
- Provide more hybrid learning opportunities: physical and online instruction.
- Provide higher quality accessibility to various education types for all students.
- Look to adapt instruction /facilities to anticipate technological innovation and workforce trends

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## Student Life (Collegiality, Basic Needs)

- Provide housing to encourage college life and accessibility to basic needs. Food, culinary courses, nutrition
- Provide student gathering, studying, event space, recreational sports, par course, and collaboration spaces both inside and outside (covered)
- Provide space for clubs, student government that is flexible and accessible
- Provide space to support student basic needs, showers, food prep/pantry, communal areas.

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## Faculty/Staff

- Provide space for collaboration
- Provide ability for staff to work on campus and remotely.
- Provide zoom capable spaces for students and staff.

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## Sustainability

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## Diversity, Equity, Inclusion

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## Technology

Need technology improvements: hardware, software. Infrastructure is improving and more accessible

- Provide ability for staff to work on campus and remotely.
- Provide zoom capable spaces for students and staff.



# Next Steps

## FPC Meeting, Date and Time?

Tuesday, March 29, 2022  
10 -11:30 am

- Analyze Existing Campus Conditions
- Prepare for Stakeholder Workshop

## Stakeholder Workshop

Late March - Early April

- SWOT Analysis of Existing Conditions
- Identify Facilities Needs

# INTERVIEW NOTES

tBP/Architecture  
1777 Oakland Boulevard, Suite 320  
Walnut Creek, CA 94596  
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## **PROJECT**

Facilities Master Plan Update  
College of the Redwoods, Redwoods CCD  
7351 Tompkins Hill Road  
Eureka, CA 95501

tBP Project No. 22085.00

Summary of Kick-Off Interviews  
Date: March 1, 2022

**Purpose:** CR's FMP Project Management identified key groups and individuals for a series of kick-off interviews that were conducted by the Facilities Master Plan Team in January-February 2022. The purpose is to gather background information for project pre-planning.

**Question: "What is happening at CR that will have an impact on its campus environments?"**

The following comments are summarized from the meeting minutes of the interviews. Most responses focused on the Eureka Campus.

## **Participants**

- Facilities Team
- Institutional Research
- Educational Master Plan Team
- President Flamer
- Housing Team
- Academic Senate Executive Committee
- Associated Students of CR Senate

## **Create Flexible Learning Environments**

- CR wants to encourage connections between students, educational partners, industry and community.
- Faculty want to attract students, community and industry to CR by offering hands-on learning, meaningful experiences, seminars, events, conferences. Want to do this in-person and online.
- Faculty need flexible space to support interdisciplinary instruction in Lib Arts + STEM

- Cal Poly Humboldt has the potential to partner with CR on STEM, natural resources programs
- Dr Flamer – BA Entrepreneurship
- Potential collaborative programs: Aquaculture, Agriculture, Cannabis, broadband.
- Re-establish Nursing Sim Lab (at CR? DN?)
- New programs are being developed for VoTech and Workforce – has potential to increase lab utilization.
- Old buildings had nice spaces for student-faculty interaction, and places for faculty to gather. These are missing from the new Humanities & Science Buildings.
- Faculty are moving to more collaborative, hands-on learning. Need flexible instructional spaces for a variety of instructional methodologies & interdisciplinary programs.
- Faculty wants to offer hands-on learning, meaningful experiences, seminars, events, conferences
- Pandemic – online jumped from 13% to 37% of total District instruction (FTES)
- Liberal Arts programs are well-suited to online education
- Some students log into zoom meetings from the campus, but there is poor connectivity and there is not appropriate space for them to participate.
- Hi Flex is a new instructional modality that combines online/in-person classes.
- Online/Hi flex classes do not seem to be attracting increased enrollment.
- Will hybrid classes will be increasingly attractive to students? So far, it is not increasing our enrollment, but it's too soon to tell.
- Look to 2017-2018 as a 'typical year' in terms of enrollment and facilities utilization in pre-pandemic times for the purpose of the Space Analysis.

### **Facilitate Partnership Opportunities**

- Pres. Flamer: "A few conversations have taken place between CR and some community members around the idea of resiliency."
- Pres. Flamer: Provide a joint CR/Cal Poly Humboldt living lab on the Eureka Campus.
- Provide maker space, entrepreneurial lab, technology lab on campus (Cuesta Hot House) to connect CR to Cal Poly Humboldt, industry partners.

### **Encourage Active Student Life**

- Students want to be engaged in a community of peers and opportunity.
- We currently feel like a 'touch & go' commuter school.
- We want to encourage connections between students, educational partners, industry, community
- Provide places for students to stay on campus to study, hang out, have fun, group activities that are not the cafeteria or library.
- We want communal spaces! Currently, the Eureka campus has only the library & cafeteria for students to spend time out of class. It is not flexible for informal gathering & events.
- Pres. Flamer: Provide community/conference space.

### **Increase Affordable Student Housing**

- Students need better WiFi in the dorms.
- Students are concerned for pedestrian safety, including safe pathways near parking and streets, and lighting.

### **Promote Diversity, Equity and Inclusion**

- CR is actively pursuing initiatives to increase DEI awareness, activism. DEI awareness should be encouraged through formal & informal collaboration between students, faculty/staff, community.
- Faculty are firmly committed to Diversity, Equity and Inclusion.
- DEI is an important value in CR stewardship. (Values Statement)

### **Offer Community Access to Campus**

- Athletics & Wellness is a potential area to attract community members to the Eureka Campus
- The Eureka campus is so beautiful. It's a nice place to be.

### **Enhance Open Spaces**

- Pres. Flamer: Convert vacant space into land/areas that directly link somehow to our local indigenous Tribes.
- Ideas for reuse of sites of buildings to be demolished:
  - Relocate Shively Farm activities to Eureka Campus
  - Interpretive trail to include native tribe heritage
  - Cross country course
  - Enhance Humboldt Botanical Garden
  - Natural area

### **Role Model Sustainability**

- Pres. Flamer: "Create a facilities master plan that encourages sustainability/climate resiliency"
- Sustainability – document College initiatives (Facilities)
- Students & community expect CR to be a leader in sustainability (mission statement)
- Sustainability is an important faculty, community expectation.
- Students want the FMP to address sustainability initiatives. For example, require construction projects to meet LEED standards.

Prepared by:  
Amy Jane Frater AICP, LEED AP, **tBP**/Architecture