

As part of our shared governance process, we started with our Campus Facilities Committee who identified the number of volunteers, then we reached out to DASG, Classified Senate and Academic Senate for volunteers to be part of the building programming phase of the two new buildings under our Measure G Bond Program.

The two new buildings are:

- A new services for students building
- De Anza Event Center

Similar to the volunteer request for large scale campus efforts (like the MLC building planning and the Facilities Master Planning), the idea is that the volunteers will attend meetings and be responsible to bring information forward from & share information with their constituent groups throughout the programming phase of the buildings.

Building programming is the first step in creating new buildings and can be defined as the research and decision-making process that helps to identify the scope of the building that will be designed. This includes the involvement of stakeholders in the definition of the spaces and needs prior to design. The programming architect meets with stakeholders and guides the process to gain the knowledge of what is included in the new building, what type of space is needed, what adjacencies within programs/departments are needed, etc. Once they gather the information it gets reviewed with the stakeholders allowing for cost estimates and revisions as needed. The final product is the building program which is called "criteria documents". These criteria documents will be used in the next phase, Design, tentatively scheduled to start later this the calendar year/early next year.

The meetings are currently scheduled for Wednesdays from 4:00-5:00pm:

- A new services for students building = June 8, June 29, July 13, July 27 (the July 27<sup>th</sup> is a HOLD and may not be needed)
  - The invitations are being sent out for the new services for students building
- De Anza Event Center = *tentatively scheduled* June 1, June 15, July 6, July 20
  - The invitations will likely be sent out next week once the schedule is finalized/confirmed

Jennifer Mahato