



**Foothill – De Anza Community College District  
Sustainability Master Plan Project  
Meeting Agenda  
Date: March 3, 2022, 9:30 AM – 11:00 AM**

*Via Zoom:*

*See attached PowerPoint Presentation*

1. Action Items and Schedule Review (attached)
2. Review and Edit Sustainability Plan Elements (attached)
3. Confirm or Update Mission Statement (attached)
4. Review and Update Goals (attached)
5. BOG Climate Action and Sustainability Framework Matrix (attached)
6. Next Steps
  - *Confirm Sustainability Elements for inclusion*
  - *Confirm Mission Statement from EMP*
  - *Update Goals and Objectives from EMP*
  - *Review BOG Policy for possible inclusion*

***Next Meetings:*** *March 17, March 31, April 14*

**FHDA Sustainability Master Plan Project**

**Action Item/Decision List**

Updated: 3/3/2022

Action Item No.	Description	Responsibility	Due Date	Status	Notes
1	Susan, Joel, Bob, and Matt will meet to discuss offerings for EV charger credits for Low Carbon Fuel Standards incentives prior to March 3 ESAC meeting.	Matt	25-Feb	In Progress	Matt to send LCFS background info this week.
2	Matt will coordinate a meeting with Joel and Willdan's California Energy Design Assistance program team for consideration in the Measure G Bond program.	Matt	25-Feb	In Progress	Meeting set for March 4 @ 10 am
3	Matt will research documentation that provides a comparison (matrix) of LEED standards to California Building Codes related to energy and sustainability.	Matt	3-Mar	Not Started	
4	Matt will send proposed building design standards developed for Measure G implementation to ESAC.	Matt	17-Feb	Complete	
5	Consider performing a pre and post-Pandemic driving survey of FHDA staff to determine GHG emissions changes.	Bob/Susan	TBD	In Progress	Bob will send potential questions to Susan for review.
6	Matt will contact PG&E to get more information about their Sustainable Solutions Turnkey (SST) electrification offering.	Matt	25-Feb	Complete	Matt discussed program with PG&E Account Rep Sam Zimmerman and provided summation and recommendation to Joel and Bob to not participate.

**FHDA CCD Sustainability Master Plan Schedule**  
Update: 3/3/22

ID	Task Name	Duration	% Complete	Feb	Mar	Apr	May	Jun	Jul	Aug
1	Kick-Off Meeting	0 days	100%	◆ 2/17						
2	Confirm or Update Missions, Goals, and Objectives	4 wks	25%		■					
3	ESAC Meeting March 3	0 days	0%		◆ 3/3					
4	ESAC Meeting March 17	0 days	0%			◆ 3/17				
5	Select and Prioritize Implementation Programs and Projects	6 wks	0%			■				
6	ESAC Meeting March 31	0 days	0%			◆ 3/31				
7	ESAC Meeting April 14	0 days	0%				◆ 4/14			
8	ESAC Meeting April 28	0 days	0%				◆ 4/28			
9	Create an Action Plan	5 wks	0%				■			
10	ESAC Meeting May 12	0 days	0%				◆ 5/12			
11	ESAC Meeting May 26	0 days	0%					◆ 5/26		
12	Establish Performance Measurement and Reporting Protocols	2 wks	0%					■		
13	ESAC Meeting June 9	0 days	0%					◆ 6/9		
14	Publish Draft Sustainability Master Plan Document/ESAC Review	6 wks	0%					■		
15	ESAC Meeting June 23	0 days	0%						◆ 6/23	
16	Shared Governance Committees Review	4 wks	0%						■	
17	ESAC Meeting July 7	0 days	0%						◆ 7/7	
18	ESAC Meeting July 21	0 days	0%							◆ 7/21
19	Board of Trustees Presentation (Approximate)	0 days	0%							◆ 8/17

# Sustainability Plan Elements



- *Management and Organizational Structure*
- *GHG Emissions Reductions*
- *Energy Efficiency*
- *Facilities Operation*
- *Sustainable Building Practices*
- *On-Site Generation and Renewable Energy*
- Transportation, Commuting, and Campus Fleet & Travel
- Water, Wastewater, and Sustainable Landscaping
- Solid Waste Reduction and Management
- Green Purchasing
- Food Systems
- Student and Curriculum Development
- Environmental Justice and Equity
- *Campus and Community Outreach & Awareness*
- Other Programs and Projects as desired

\* *Incorporate from 2021 EMP*

## SECTION 3. MISSION STATEMENT, GOALS, AND OBJECTIVES

The Foothill-De Anza Community College District Energy and Sustainability Advisory Committee, utilizing the California Community Colleges Sustainability Planning Template process, established the mission, goals and objectives for the Energy Master Plan. This was accomplished through facilitated committee workshops and shared governance presentations to obtain maximum stakeholder input. After their adoption, the ESAC identified the implementation programs and projects to make the mission, goals and objectives a reality. It should be noted that while the Energy Master Plan is focused on facility energy usage the district plans to address broader sustainability issues with a follow up comprehensive Sustainability Plan in 2022.

### 3.1 EMP PLANNING STRUCTURE

The ESAC developed a planning structure designed as an inclusive, logical, comprehensive, and streamlined approach for creating the Energy Master Plan (EMP). The illustration below details this process.



The approach taken starts with a broad mission statement that captures in one sentence what the district would like to achieve with the Energy Master Plan. The next level of planning detail was articulating goals that provide broad, brief statements of intent that provide focus for planning. Next are objectives that are the “steppingstones” toward achieving the goals using the SMART process: Specific, Measurable, Achievable, Realistic, and Time-Bound. Finally, detailed implementation programs and projects were developed as the specific actions to be taken to implement the plan.

### 3.2 MISSION STATEMENT

The ESAC developed the following mission statement to guide the district in its Energy Master Planning efforts.

*The mission of the Energy and Sustainability Advisory Committee (ESAC) is to encourage energy efficiency, reduce greenhouse gas (GHG) emissions, and collaboratively advance sustainability across the Foothill-De Anza Community College District, with a commitment for educational opportunities and inclusion of students, staff, and faculty in our solutions for environmental, economic, and social sustainability.*

### 3.3 ENERGY MASTER PLAN GOALS

To realize the mission statement, the ESAC then defined the following energy and sustainability goals for the EMP.

**Table 1 – Energy Master Plan Goals**

Goal No.	Description
1	Develop an Energy and Sustainability Master Plan to identify measures to improve energy performance, facilitate a path to reduce greenhouse gas (GHG) emissions, and strengthen campus resilience employing all appropriate funding sources and integrating projects from the Measure G Bond program.
2	Establish an inclusionary process where students, faculty, and staff play a meaningful role in district sustainability efforts and understand the environmental, societal, and economic impacts of energy use while integrating these activities as learning opportunities to fulfill our responsibility as a higher education institution.
3	Establish objectives, criteria, and implementation plans to achieve carbon neutrality and monitor progress over time to ensure they are achieved.
4	Support state and federal energy policies and greenhouse gas (GHG) reduction goals, including the 2019 California Community Colleges Board of Governors Climate Change and Sustainability Policy.
5	Establish the Foothill-De Anza Community College District as a model of sustainability to face the challenges of the 21st century.

### 3.4 OBJECTIVES

Based on the mission and goals, the ESAC developed the following Energy Master Plan SMART Objectives providing specific, measurable, achievable, realistic, and time-bound priorities for completing the Energy Master Plan. The objectives for the EMP also reflect district needs, interests, and available resources.

**Table 2 – Energy Master Plan Objectives**

Objective	Description	Timeline
1	<b>District Carbon Reduction Goals <sup>(1)</sup></b> <ul style="list-style-type: none"> <li>• Reduce GHG emissions 50% from 2005 levels by 2030</li> <li>• Transition to natural gas-free by 2035</li> <li>• Purchased electricity will be 100% renewable by 2045 (SB 100)</li> <li>• Carbon Neutrality by 2045 (EO B-55-18)</li> </ul>	2025-2045
2	Deploy EV charging infrastructure consistent with state of California goals and timelines for electrification of transportation	2025-2030
3	Reduce Vehicle Miles Traveled (VMT) for students, faculty and staff by 25-50% by 2035 by coordinating with other ongoing district programs	2035
4	Evaluate campus resiliency opportunities	2022-2025
5	Investigate most effective ways to institutionalize energy and sustainability management in district operations	2022-2025
6	Develop processes to engage students, faculty and staff in energy and sustainability activities in a meaningful way	2021
7	Encourage and facilitate student learning activities related to energy and carbon reduction	2022
8	Enhance campus and community engagement	2022
9	Ensure activities consider broader economic and environmental impacts	Ongoing

(1) Scope 1 and Scope 2 emissions only. See Appendix G, Glossary, for definitions

Goal No.	Description	Underlying Legislation <sup>(1)</sup>	2021 EMP Objectives
<b>1. Greenhouse Gas (GHG) Reduction</b>			
1.1	Conduct an emissions inventory baseline and create a climate action plan by 2025.		
1.2	Strive to reduce GHG emissions 75% by 2030	California Air Resources Board (CARB) 2017 Climate Change Scoping Plan Update <a href="https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf">https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf</a>  Executive Order B-30-15 <a href="https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html">https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html</a>	<b>Objective 1: District Carbon Reduction Goals</b> <ul style="list-style-type: none"> <li>• Reduce GHG emissions 50% from 2005 levels by 2030</li> <li>• Transition to natural gas-free by 2035</li> <li>• Purchased electricity will be 100% renewable by 2045 (SB 100)</li> <li>• Carbon Neutrality by 2045 (EO B-55-18)</li> </ul>
1.3	Strive to reduce GHG emissions 100% by 2035	California Air Resources Board (CARB) 2017 Climate Change Scoping Plan Update <a href="https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf">https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf</a>  Executive Order B-30-15 <a href="https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html">https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html</a>  Executive Order B-55-18, Carbon Neutrality by 2045 <a href="https://www.ca.gov/archive/gov39/wp-content/uploads/2018/09/9.10.18-Executive-Order.pdf">https://www.ca.gov/archive/gov39/wp-content/uploads/2018/09/9.10.18-Executive-Order.pdf</a>	
1.4	Track and report of their greenhouse gas inventory in alignment with the American College and University President’s Climate Commitment ( <a href="https://secondnature.org/webinars/getting-started-on-your-acupcc-climate-action-plan-2/">secondnature.org/webinars/getting-started-on-your-acupcc-climate-action-plan-2/</a> ) guidelines. Possible metrics to measure include GHG emissions per FTES.		<b>EMP Section 5: Measure and Report Performance outlines GHG tracking and reporting protocols</b>



Goal No.	Description	Underlying Legislation <sup>(1)</sup>	2021 EMP Objectives
1.5	Promote the use of alternative transportation and/or alternative fuels to reduce GHG emissions related to college-associated transportation, including commuter and business travel.	EXECUTIVE ORDER B-30-15 <a href="https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html">https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html</a>  2017 Climate Change Scoping Plan Update <a href="https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf">https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf</a>	<b>EMP Objective 3: Reduce Vehicle Miles Traveled (VMT) for students, faculty and staff by 25-50% by 2035 by coordinating with other ongoing district programs</b>
<b>2. Green Buildings</b>			
2.1	Benchmark the energy usage intensity for each building. Districts and colleges may develop a zero net energy (ZNE) and campus electrification strategy. They also have the option to conduct Leadership in Energy and Environmental Design (LEED) or WELL assessment of existing buildings.	Executive Order B-18-12 <a href="https://www.green.ca.gov/buildings/resources/executiveorder/">https://www.green.ca.gov/buildings/resources/executiveorder/</a>	<b>Campus-level Benchmarking completed prior to EMP development.</b>  <b>EMP Program 4.4.6: Install Meters and Benchmark at the Building and System Level</b>
2.2	Strive for all new buildings and major renovations to be constructed as ZNE ready, all new buildings to be certified LEED or WELL Gold, and strive to reduce the use of natural gas in buildings by 30% by 2030.	Executive Order B-18-12 <a href="https://www.green.ca.gov/buildings/resources/executiveorder/">https://www.green.ca.gov/buildings/resources/executiveorder/</a>	<b>EMP Program 4.5.1: Establish a Green Building Standard</b>
2,3	Strive for all new buildings and major renovations to be constructed as ZNE and certified Zero Carbon, all existing buildings to be LEED Operations and Maintenance (O&M) Gold or WELL Gold equivalent, and for the use of natural gas in buildings to be reduced by at least 75% by 2035.	Executive Order B-18-12 <a href="https://www.green.ca.gov/buildings/resources/executiveorder/">https://www.green.ca.gov/buildings/resources/executiveorder/</a>  Executive Order B-55-18, Carbon Neutrality by 2045 <a href="https://www.ca.gov/archive/gov39/wp-content/uploads/2018/09/9.10.18-Executive-Order.pdf">https://www.ca.gov/archive/gov39/wp-content/uploads/2018/09/9.10.18-Executive-Order.pdf</a>	
<b>3. Energy</b>			
3.1	Colleges should consider establishing a campus Energy Use Intensity (EUI) score and conduct Effective Useful Life (EUL) analysis of all gas-using appliances and systems; plan for electrification of systems with EUL of less than 10 years.	SB100, 100% Carbon Free Energy by 2045 <a href="https://www.energy.ca.gov/sb100">https://www.energy.ca.gov/sb100</a>	<b>EMP Program 4.2.2: Perform Feasibility Study for District Electrification</b>  <b>EMP Program 4.2.4: TOTEM Analysis of Building 7400 (Central Energy Facility) at Foothill College</b>
3.2	Districts and colleges should strive to decrease EUI by 25% compared to the campus benchmark and annually produce or procure 75% of site electrical consumption using renewable energy by 2030.		
3.3	Districts and colleges should strive to decrease EUI by 40% compared to the campus benchmark and accomplish Net Zero Energy Campus by 2035.		

Goal No.	Description	Underlying Legislation <sup>(1)</sup>	2021 EMP Objectives
<b>4. Water</b>			
4.1	Districts and colleges should consider local benchmarks for potable water usage. Districts can also identify potential non-potable water resources, create a landscape zoning map and irrigation metering strategy and adopt best practices such as the California Community College Model Stormwater Management Program.	<p>Santa Clara Valley Water Drought Information  <a href="https://beheard.valleywater.org/drought-information">https://beheard.valleywater.org/drought-information</a>                      Mandatory 15% conservation compared to 2019.</p> <p>For more information on Municipal Separate Storm Sewer Systems, please visit the California State Water Boards website for requirements.  <a href="https://www.waterboards.ca.gov/water_issues/programs/stormwater/municipal.html">https://www.waterboards.ca.gov/water_issues/programs/stormwater/municipal.html</a></p>	
4.2	Districts and colleges are encouraged to reduce potable water usage by 25%. To achieve this goal, districts and colleges can ensure that landscape irrigation systems of 2500 square feet or greater are separately metered (unless using local or municipal reclaimed water system); ensure that landscape planting materials are 90% native species to the climate and geographical area of the college; ensure that irrigated turf grass does not exceed 50% of the landscaped areas on campus; and are recommended to follow Municipal Separate Storm Sewer Systems (MS4) requirements by 2030.		
4.3	By 2035, California community colleges are encouraged to reduce potable water usage from baseline level by 50%; limit stormwater runoff and discharge to predevelopment levels for temperature, rate, volume and duration of flow through the use of green infrastructure and low impact development for the campus; and limit stormwater runoff and discharge to predevelopment levels for temperature, rate, volume and duration of flow through the use of green infrastructure and low impact development for new buildings and major modifications.		

Goal No.	Description	Underlying Legislation <sup>(1)</sup>	2021 EMP Objectives
<b>5. Waste</b>			
5.1	Districts and colleges are encouraged to conduct a waste categorization assessment.	Benchmark and comply with Title 14, Division 2, Chapter 5 ( <a href="http://www.calrecycle.ca.gov/Laws/Regulations/Title14/#Div2Chap5">www.calrecycle.ca.gov/Laws/Regulations/Title14/#Div2Chap5</a> ) (Beverage Container Recycling and Litter Reduction Act); benchmark and comply with Title 14, CCR Division 7 ( <a href="http://www.calrecycle.ca.gov/Laws/Regulations/Title14/#Div7">www.calrecycle.ca.gov/Laws/Regulations/Title14/#Div7</a> ); develop a total material consumption benchmark; conduct an AB 341 ( <a href="http://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201120120AB341">leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201120120AB341</a> ) compliance assessment; and centralize reporting for waste and resource recovery by 2025.	
5.2	Districts and colleges should strive to achieve zero waste to landfill, conduct a circularity analysis, and reduce total material consumption compared to the benchmark by 10% by 2030.	Santa Clara County Solid Waste Programs <a href="https://solidwaste.sccgov.org/solid-waste-programs">https://solidwaste.sccgov.org/solid-waste-programs</a>  Recology South Bay <a href="https://www.recology.com/recology-south-bay/cupertino/">https://www.recology.com/recology-south-bay/cupertino/</a>	
5.3	Districts and colleges are encouraged to strive to increase material circularity by 25%, and decrease consumption of materials by 25% by 2035.		
<b>6. Purchasing and Procurement</b>			
6.1	California’s local community colleges are encouraged to benchmark sustainability characteristics of existing products and services, adopt a sustainable procurement policy and administrative procedure, and purchase environmentally preferable electronic products by 2025.		
6.2	Districts and colleges should strive to increase procurement of sustainable products and services by 25% compared to benchmark levels by 2030.		

Goal No.	Description	Underlying Legislation <sup>(1)</sup>	2021 EMP Objectives
6.3	Districts and colleges should strive to increase procurement of sustainable products and services by 50% compared to benchmark levels by 2035.		
<b>7. Transportation</b>			
7.1	The California community colleges can conduct accounting and conditions assessment of fleet vehicles; assess remainder rolling stock for potential electrification; develop Electric Vehicle (EV) charging infrastructure to encourage faculty, staff and students to use EVs; promote accessible shared transport methods; and make pedestrian and bicycle access improvements by 2025.	EXECUTIVE ORDER B-30-15 <a href="https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html">https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html</a>  2017 Climate Change Scoping Plan Update <a href="https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf">https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf</a>	<b>Objective 2: Deploy EV charging infrastructure consistent with state of California goals and timelines for electrification of transportation</b>  <b>Objective 3: Reduce Vehicle Miles Traveled (VMT) for students, faculty and staff by 25-50% by 2035 by coordinating with other ongoing district programs</b>
7.2	Districts and colleges should strive to have 50% of new fleet vehicles that are zero emission vehicles, 50% of rolling stock that are zero emissions, and can consider implementing green parking permits by 2030.	EXECUTIVE ORDER B-30-15 <a href="https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html">https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html</a>  2017 Climate Change Scoping Plan Update <a href="https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf">https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf</a>	
7.3	Districts and colleges should strive to have 100% of new fleet vehicles that are zero emission vehicles, and 100% of rolling stock that are zero emissions by 2035.	EXECUTIVE ORDER B-30-15 <a href="https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html">https://www.ca.gov/archive/gov39/2015/04/29/news18938/index.html</a>  2017 Climate Change Scoping Plan Update <a href="https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf">https://ww2.arb.ca.gov/sites/default/files/classic/cc/scopingplan/scoping_plan_2017.pdf</a>	
<b>8. Food Systems</b>			
8.1	Districts and colleges should strive to have campus food service organizations track their sustainable food purchases. Such tracking and reporting can be grounded in the Real Food Challenge ( <a href="http://www.realfoodchallenge.org/resources/real-food-resources/">www.realfoodchallenge.org/resources/real-food-resources/</a> ) guidelines, or equivalent, with consideration to campus-requested improvements.		

Energy Policy Matrix – 2021 Board of Governors Climate Action and Sustainability Framework

Goal No.	Description	Underlying Legislation <sup>(1)</sup>	2021 EMP Objectives
8.2	Campuses are encouraged to strive to increase their sustainable food purchases to 20% of total food budget by 2030, and to have 80% of food served on campus meeting the goals of the Real Food Challenge or equivalent by 2035.		
<b>9. Environmental Justice: Aligning to Diversity, Equity, and Inclusion Strategy</b>			
9.1	Consistent with the <i>Vision for Success</i> , the California Community Colleges can create connections between plans, projects and committees (including those specific to Diversity, Equity, and Inclusion efforts) and the Climate Action and Sustainability Plan.		
9.2	Districts and colleges can explore how to improve connections between environmental and social justice initiatives and program on campus and foster a more diverse and inclusive engagement in climate action and sustainability initiatives. In addition, the campuses can measure engagement of diverse audiences in climate action and sustainability initiatives to assess equitable participation.		
9.3	Districts and colleges can explore changes their local policies and administrative procedures with their elected board to bolster climate/environmental justice efforts.		
9.3	Districts and colleges can develop educational programs or hold annual events underscoring the intersectional relationship of environment, climate and social equity issues.		
<b>10. Planning and Administration: Coordination and Planning</b>			
10.1	The California Community Colleges can form sustainability committee or offices to advise and implement sustainability initiatives on campus. The campuses can publish a plan that includes measurable sustainability objectives and/or include the integrated concept of sustainability in the institution's master plan.		<p><b>ESAC established to explore energy and sustainability activities and provide recommendations to district community. District is hiring a Director of Sustainability in early 2022. EMP was published in September 2021. Comprehensive Sustainability Plan underway in March 2022.</b></p> <p><b>EMP Objective 5: Investigate most effective ways to institutionalize energy and sustainability management in district operations</b></p>

Energy Policy Matrix – 2021 Board of Governors Climate Action and Sustainability Framework

Goal No.	Description	Underlying Legislation <sup>(1)</sup>	2021 EMP Objectives
10.2	Districts and colleges can update their local plan and complete peer or independent STARS Reporting Assurance.		
<b>11. Advancing Climate Action Education &amp; Engagement</b>			
11.1	Identify and develop community partnerships, including private philanthropy, to support and promote sustainability activities and programs.		<b>EMP Objective 8: Enhance campus and community engagement</b>
11.2	Districts and colleges can consider developing an inventory of courses focused on climate change, sustainability and action to engage current and future students. This can also encourage collaboration and for interdisciplinary pathways.		<b>EMP Objective 7: Encourage and facilitate student learning activities related to energy and carbon reduction</b>
11.3	Districts and colleges can explore partnership which allow climate change and sustainability education to be an immersive experience for students such as community engaged learning, continued learning, and campus as a living lab initiatives.		<b>EMP Objective 6: Develop processes to engage students, faculty and staff in energy and sustainability activities in a meaningful way</b>
11.4	California’s community colleges can highlight climate action and sustainability in various venues such as convocation, student orientation, professional development.		

Note (1): Framework goals not necessarily aligned verbatim with legislation references but address the underlying regulatory requirements.