2.3.4 Scoping Session

A scoping session for an EIR is an optional process in which the campus meets with members of the public or agency representatives after an NOP has been sent out in order to discuss environmental issues related to the project and the scope and content of the Draft EIR analyses. Scoping sessions provide the campus with an opportunity to learn about potential concerns and further define the issues, feasible alternatives and potential mitigation measures that may warrant in-depth analysis in the environmental review process. Comments received during public scoping are considered in preparing the Draft EIR analyses.

The campus may consult directly with any person or organization it believes will be concerned about the environmental effects of the project. It is important that the campus understand both the nature of the project and the type and magnitude of potential project impacts, prior to conducting a scoping session or in any manner consulting with other agencies. The CEQA Guidelines [http://ceres.ca.gov/topic/env_law/ceqa/ceqaguidelines](http://ceres.ca.gov/topic/env_law/ceqa/ceqaguidelines) encourage scoping to avoid or resolve controversy early in the process.

One method of holding a scoping session is to have presentation boards and people stationed around a room to explain aspects of the project, topics intended to be covered in the EIR, the program for building, intended uses of building, site plan, schematic design, etc. Provide cards for people to make comments. This method provides information about the project, on a one to one basis which is often what most people want at the scoping session, and enables interaction on a less formal basis.

For some projects, early consultation can solve potential problems that might otherwise arise in more serious forms at later stages in the review process. However, the campus should establish clear objectives prior to holding a scoping session. Specific objectives, for example, might influence whether a series of individual meetings or a group session would be most appropriate and useful. Different forms of scoping sessions may be useful for different groups.