

**FACILITIES COMMITTEE
MEETING MINUTES**

February 5, 2008, 9:30 a.m.
College Conference Room

PRESENT: John al-Amin, Fred Allen, Jerry Buckley, John Colson, Sunita Cooke, Jim Fenningham, Tim Flood, Kats Gustafson, Bob Herald, Beth Kelley, Roger Owens, Nancy Pipkin, Tina Pitt, Walter Sachau, James Spillers, Dale Switzer, Brad Tiffany, Jim Wilsterman

RECORDER: Tasa Campos

REVIEW OF AGENDA & MEETING MINUTES

Tim reviewed the day's agenda and noted additions had been made to the one distributed at an earlier date. He apologized for the minutes being distributed late and asked everyone to please review and send changes to him or Tasa by the end of the week. If no changes are received the current versions of minutes and agenda will be posted on the web.

TEMPORARY SOCCER FIELD PARKING

Tim reported that on the first day of the semester soccer field parking became unusable and that numerous cars had to be pushed out of the mud due to the large volume of rain. The temporary soccer field parking lot will remain unusable until the area dries up. The maintenance department has spread over 300 cubic yards of dirt to fill in the ruts to make the drive isles usable for parking. Dr. Cooke sent out an email requesting as many faculty and staff as possible to try to find alternate ways of parking off campus to help during crunch time. The group reviewed a spreadsheet reflecting Tim's estimated costs of construction to turn the soccer field parking lot into a more stable temporary parking area. The committee discussed the possibility of turning the soccer field area to a permanent parking lot in the future and how both the Athletics and Exercise Science & Wellness departments would be affected. Beth Kelley shared that the soccer field area is rarely used by classes because of the quality of the field and it being a liability. The loss of instructional space was also reviewed. Tim stated he would need approval from the Committee to move forward with the construction of altering the soccer field parking lot to a more useable temporary parking lot. The committee gave consensus. The committee discussed the following:

- Staff needs.
- Size of new parking structure.
- Hybrid courses and the affect on parking in the future.
- Transportation issues.
- Community needs.

At the next meeting review and discuss parking ideas for long term plans.

SMOKING POLICY & UPCOMING CHANGES

Tim and the group reviewed the Governing Board Policy BP 6810 Smoking Ordinance. Tim reported effective January 1, 2009, smoking will be prohibited on all property owned or controlled by the District. It has been requested any existing designated smoking areas be moved to the outskirts of the campus. The group discussed the following:

- The current locations of the designated areas.
- Possible locations to move the areas to.
- Eliminating #3 and #7.
- No problems with #1, #2, and #4.
- Entrances to campus becoming smoking areas.

- Liability of people smoking in the parking lots.

The group agreed to remove two of the locations, Walter will start to post the removal of these two sites so students are aware that the areas are being closed. This will be done once all of the locations are finalized so we can direct students and staff to the approved remaining areas. Funding will need to be determined to provide adequate signage.

It was agreed the committee will do a walk through of the smoking locations at the next meeting. After the tour the group will discuss and finalize the location changes.

SWING & ADJUNCT FACULTY OFFICE SPACE

Tim updated the committee on the following Swing and Adjunct Faculty Office Spaces:

- 200 B Portable.
- Secondary Effect of the old Media Communications area.
- 100 Building area Veteran Affairs Office. The Veteran Affairs Office will be temporarily moved to the 600 B office once the Foundation and College and Community Relations offices are moved to their new location in the 200 B Portable.

The group briefly discussed the floor plans of all the above areas.

NEW ITEMS

- Ground Breaking for Parking Structure – Tim shared the tentative ground breaking for the new parking structure is scheduled for March 14, 2008. He asked if anyone was interested in sitting on the task force. Tim Flood, Beth Kelley, Bob Herald will sit on the task force. Susan Herney will be handling.
- Bike Rack Locations on Campus – The group reviewed electronic photos of possible locations of four new bike racks. The following areas were discussed and or suggested:
 - Close to front of the campus.
 - So. 300 across from old kiln area.
 - Side of the Bookstore next to 100 building.
 - Hansen Circle by the stairs or the flag pole.
 - Tree line center.
 - Area above the Digital Arts Building.
 - Near the ROP Trailer area.

The committee will do a walk through of the suggested locations at the next meeting along with the walk through of the smoking locations.

Bob Herald and Tim will meet to discuss the areas.

The meeting was adjourned at 11:03 a.m.

The next meeting is scheduled for February 20, 2008 in the College Conference Room

TF:tmc