

FACILITIES COMMITTEE MEETING MINUTES

February 1, 2011
9:30a.m. – 11:00a.m.
College Conference Room

PRESENT: Fred Allen, Steve Baker, Barbara Blanchard, Danielle Camacho-Thompson for Reyna Torriente, John Colson, Tim Flood, Chris Hill, Beth Kelley, Kerry Kilber, Alba Orr, Walter Sachau, Wendy Stewart, James Spillers, Dave Steinmetz

RECORDER: Tasa Campos

Tim greeted and welcomed everyone to the meeting. Tim noted how the relocated College Conference was too small to accommodate a committee this size. Tasa will follow up on reserving a larger meeting room. The day's agenda was briefly reviewed. The minutes from the October 5, 2010 and November 3, 2010 meetings were electronically distributed a couple of months ago. No changes were received and the minutes have been posted to the web as are.

Tim noted John Colson's agenda items would be moved to the top of the agenda due to forums John would need to attend.

WINTER CONSTRUCTION WORK COMPLETED

Tim gave an overhead presentation on utilities reduction and reviewed a hand out on current and upcoming project synopsis.

Tim reported water usage has reduced 17.9%. Some of the reasons are new planter areas using natural landscape, computerized sprinkler systems with one person managing them, and new low using toilets and showers being installed in new buildings. Electrical usage has a 6.7% decrease due to new buildings and cutting back. Gas usage has decrease 15.9% and the biggest reasons are new kilns along with boilers and chillers. Tim stated conservation on campus has affected all three areas.

Tim next covered current and upcoming projects on campus. Most of the projects are currently college funded due to most of the Prop R funds being spent or tied up to other projects. Tim stated the college should be proud of all that has been accomplished. The college is preparing for a possible second construction bond.

Action: Tim Flood to send Tasa electronic versions of the Utilities Presentation and Project Handout so they can be placed on the Facilities Webpage.

DISTANCE EDUCATION ROOM - LTRC

Kerry Kilber share with the committee the ICS Distance Education Room in the LTRC has been taken out of commission and the computers in the room have been removed due to lack of use after data was looked at and reviewed. The area has wireless access for laptops and is being used mostly for meetings. The room's set up will be configured to accommodate meetings.

Action: None

DEANERY & DEAN'S OFFICE SPACES

The issue of the possible relocation and decentralization of the Dean's office to their disciplines building/areas was brought forward. The committee will discuss space needs and bring forward any recommendations at the next Facilities Committee.

Action: At next meeting a list of faculty office spaces on campus along with maps and photos will be reviewed. Walter Sachau will send room assignments electronically to committee members in two weeks.

CAMPUS ART REVIEW COMMITTEE

The Campus Art Review Committee, with new membership, will have their first meeting on February 15. Listed below is the current membership list:

Dean, Communication and Fine Arts	Steve Baker – Chair
Art Department Chair of Designee	Jim Wilsterman
Director of Campus Facilities/Operations or Designee	Tim Flood
District Architect	Dale Switzer
Faculty Representative (2)	Gwenyth Mapes
	Chuck Passentino
Classified Staff Representatives (2)	Christine Girsch
	Alfred Ventura
ASGC President	TBD

The committee will discuss and decide on the incorporation of art on campus both interior and exterior of buildings. An accurate list of art pieces we have on campus is being developed by Ben Aubert. Hyde Gallery displays and sells faculty, staff, student's and outside artist's works. 20% of all sales return to the Hyde Gallery. Some of the pieces will start being displayed around campus with the start of the college's 50th Anniversary Events. Please contact Steve Baker with any questions.

Action: None

ADDITIONAL OFFICE FOR VRC – VETERAN'S RESOURCE CENTER

John Colson brought forward the request for additional offices spaces for the Veteran's Resource Center located in the old Summit area. John had been approached by the Counseling Department to see if the counselors covering this area would be able to use the extra office. The office is currently used as an adjunct faculty office for adjunct who do not have their own office spaces on campus. The committee discussed different options. The VRC counselors would only need to use the space 3 hours a week.

The issue of the Deanery restructuring was brought forward. With the possible addition of one more Dean there would be six Deans. The new area in the Student Center, once completed, will have only five offices. There has been some discussion Dean Steve Baker will be located in the media com area. Currently, there is space on the second level but no elevator or ADA access. The possible availability of 38-B was reviewed.

Action: No additional information needed.

ADDITIONAL OFFICE SPACE FOR EOPS

John Colson brought forward the request from EOPS requesting one more additional office space. Fulltime EOPS counselors and student peer counselors currently all use the same area divided by partitions and some concern has been expressed regarding confidentiality. Tim requested a report from Francis Steindorf be presented at the next Facilities Committee meeting with numbers of fulltime and part time spaces he has compared to staff and faculty.

Action: John Colson and Francis Steindorf will report back, with numbers, at the next Facilities Committee meeting.

SAFETY ITEMS

- The issue of Health Service informing persons upon an emergency response call they did not have a cart was brought forward. Health Services does have a cart and Tim will check on the situation.

OTHER/NEW ITEMS

The committee discussed the following other items.

- Main quad was dug up, due to constructions, but is scheduled to be put back to normal soon.
- Remodel of Building 36 East End restroom started.
- Tim complemented IMS and the Maintenance Department on all the work they performed over the break.
- Temporary speed bumps have been installed in Lot 5.
- Sodexo has a new General Manager who will be starting on February 14. The college and Sodexo have been working together regarding pricing, quality and quantity.
- Beth Kelley thanked everyone for the upgraded screens installed in the Exercise Science/Athletic areas.

The meeting was adjourned at 10:50 a.m.

The next meeting is scheduled for March 1, 2011 at 9:30 a.m. in the Griffin Gate.