

FACILITIES COMMITTEE MEETING MINUTES

April 10, 2012
9:30a.m. – 11:00a.m.
Griffin Gate – Room A

PRESENT: Steve Baker, Patrice Braswell-Burris, Kurt Brauer, Janet Castanos, Joel Castellaw, Sheridan DeWolf, Tim Flood, Diane Glow, Beth Kelley, Kerry Kilber, Lisa Ledri-Aguilar, Julie Middlemas, Mike Reese, Walter Sachau, James Spillers, Dave Steinmetz, Reyna Torriente, Debbie Yaddow

GUEST: Natalie Ray

RECORDER: Tasa Campos

Tim Flood welcomed everyone to the meeting and reviewed the day's agenda. He noted the minutes from the last meeting were sent out electronically. Please review and send any edits and/or changes to Tasa Campos by the end of the week. If no changes are received the minutes will become official and will be posted to the web.

Tim reported an additional item would be added to the agenda – Building 22B Space Request.

BUILDING 22B SPACE REQUEST

Sheridan DeWolf and Natalie Ray of the High School/CTE Partnership Program brought forward the request of the program using space 22B for their program. Currently, the program staff are spread out in office areas across campus and it would greatly help the program if the program could be consolidated onto one working space. Sheridan presented an overhead view of the office space. Tim asked the committee for consensus and the committee agreed to move forward with the request.

ACTION: Walter Sachau will need to get an office change request form to start the process and will work with the Foundation to relocate the supplies they have stored in the area.

BUILDING 36 SPACE REQUESTS

At the last committee meeting Tim distributed a floor plan of Building 36 reflecting open spaces created by the completion of Buildings 10 and 60. During construction, the spaces were used mostly by Student Services Departments. The committee received three requests for the space from Diane Glow – Counseling, Julie Middlemas – LTRC, and Janet Castanos for her departments. Steve Baker also share ASL is looking for additional office space on the west side of campus. Mike Reese and Beth Kelley had also submitted a request but was not presented at the meeting. Beth and Mike will both send out the information.

The committee discussed the use of labs and the possibility of them not being used efficiently due to everyone wanting primetime.

ACTION: The information will be collected and forward to be reviewed by IAC and SSC.

PARKING METERS on GRIFFIN DRIVE & ASPHALT REPAIR

Tim shared Joel Javines has put forward a request to remove all of the old parking meters in the front of campus. The college is looking at the possibility of installing benches in the area and making the road area into a drop off and pick up zone and possibly a visitor parking area. The committee discussed the monitoring of the area and the possibility of installing solar powered parking meters. The committee

approved the recommendation of removing the old parking meters and to review the information on more modern options.

ACTION: Tim will follow-up with Joel Javines and keep the committee updated.

MODULAR VILLAGE DECONSTRUCTION

The committee reviewed an overhead projection of a campus map. Tim reported, due to the deconstruction of the modular village, in parking lot 5 used as secondary effect, sections of the east side of the perimeter road will occasionally be closed during the hours of 7 a.m. to 10 a.m. throughout April. Tim requested the committee share this information with their departments and students so they can plan ahead.

ACTION: Tim will keep the committee updated.

SUMMER ROOFING in the 500s

The committee briefly reviewed the campus roofing needs that had been reviewed in more detail at previous meeting. Tim discussed the roofing to be completed this summer on Buildings 51, 52, and 53 and requested the committee approve the use of remaining Prop R funds be used to complete the work. The committee gave consensus to use the remaining Prop R funds.

ACTION: The work will be completed over the summer and Tim will keep the committee updated.

SAFETY MEETING UPDATES/ITEMS

Sheridan DeWolf brought forward the issue of having a list of telephone extensions for the classrooms available to faculty and staff for safety issues. Tim will bring forward the issue to President's Cabinet and EOC.

OTHER/NEW ITEMS

Reyna Torriente brought forward the request of installing a sign outside of the main Griffin Gate entrance stating section B, C, and D access is around the side of the building. The request was approved and Walter Sachau will work with Bob Yokum to develop a sign.

The meeting was adjourned at 11:02 a.m.

The next meeting is scheduled for May 1, 2012 at 9:30 a.m. in the Griffin Gate – Room A.

TF:tmc