Los Angeles Mission College  
Facilities Planning Committee  
Monday, April 13, 2015  
CAI Conference Room  

Meeting Minutes

Present: Denise Marrin, Deborah Paulsen, Joe Cascione, Victor Renolds, Walter Bortman, Daniel Villanueva, Jose Maldonado, Jolie Scheib, Joe Ramirez, Cathy Brinkman, and Jim Liko

Guests: None

Absent: Rita Grigoryan, Sherrie Loper, and Lorena Aguilar

1. Walter Bortman convened the meeting at 1:04 p.m.

2. Review and Approve Minutes from March 9 Meeting.
   • Minutes were reviewed and approved with correction of a minor grammatical error.
   • Upon motion by Victor Renolds, seconded by Joe Cascione, the minutes were unanimously approved.

3. Report from Work Environment Committee
   • INST-2006 White Boards: Only one whiteboard was received. Per Victor Renolds, only one whiteboard could be located. Facilities will try to locate a white board at the East Campus for INST-2006.
   • Walkway Lighting: Brighter lights are needed on campus walkways for safety at night. The Bond Program is working on exterior lighting as a part of the grounds section of Campus Modernization.
   • Campus Center Restroom Trashcans: Trash cans have not been put in the new bathrooms. Walter Bortman will ask Julius Walker to address this issue.
   • Signage for Faculty Parking and Increased Sheriff’s Patrols: Better signage is needed for the faculty parking area behind the CMS Building. Increased patrolling by the Sheriff’s Department is needed to prevent students from parking in that area. Daniel Villanueva will discuss increasing patrols at the East Campus with the Sheriff’s Department.
   • Status of Window Shades: The window shades are being manufactured. Items need to be removed from the windows before the installation of the shades.

4. Measure J Update
   • The Director of the PMO, Hoss Nabaii, has been replaced.

5. Review of Committee Objectives
   • Per Walter Bortman, the Facilities Master Plan is set in stone to make sure that facilities are in place to accommodate future and current programs.
   • A motion was made by Deborah Paulsen and seconded by Daniel Villanueva to change “Recommend SAO’s (Service Area Outcomes) and facilities management unit assessment measures” to “Review and recommend SAO’s (Service Area Outcomes) and facilities management unit assessment measures.”
6. CAI Room Renaming
   - The renaming of the Executive Dining Room has been tabled. The college cannot name a room after a person or group, unless a significant donation or contribution is made. Room name changes must be approved by Board of Trustees.
   - A memo was provided by Louis Eguaras stating that the Culinary Department will be responsible for all costs associated with name change. Victor Renolds and Walter Bortman will contact the contractor who supplied the original signage in the CAI.
   - A motion was made by Daniel Villanueva and seconded by Joe Ramirez to change the name of the Servery to “Mission Café and Grille” with all expenses paid by the Culinary Department with signage to match current signage within the building that meets ADA compliance.
   - Louis Eguaras suggested that FCP could discuss alternative names for the Executive Dining Room.

7. Update on Baseball Fields
   - Joe Cascione will be having a meeting with Sybil to discuss the baseball fields.
   - The dugout area will be expanded with assistance from Los Angeles County.

8. Bulletin Boards and the CMS
   - Bulletin Boards are needed at the CMS for people to advertise.
   - Possible display options discussed were a cork board or a monitor.

9. Purchase of Tables
   - The Foundation approved $10,000 for the purchase of tables for the college.
   - The college often doesn’t have enough tables for events and the tables in use are very old.

10. Membership Terms
    - The committee needs a classified member appointed by the College President.

11. The meeting was adjourned at 1:56 p.m.