SHARED GOVERNANCE COMMITTEE MINUTES

**COMMITTEE:** Facilities Planning

**Date of Meeting:** April 8, 2013  
**Location:** CC4  
**Time:** 12:30pm

**Voting Members Present:** Wally Bortman (Co-Chair), John Klitsner (Co-Chair), Victor Renolds, Danny Villanueva (VP of Admin. Services), Barbara Kerwin (AFT appointee/minute taker), Jolie Scheib (WEC), Joe Ramirez (VP of Student Services), Michael Gregg (ASO Representative), Michael Allen (Vice President Academic Affairs).

**Voting Members Absent:** Laura Murphy (Classified AFT), Francis Nguyen (Classified/Presidential Appointee), Angela Echeverri, Sherrie Loper, Jim Liko, Sandy Thomsen.

**Resource Members Present:** George Johnson (Gateway)

**Guests:**

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**Call to Order at:** 12:40 pm by Wally Bortman.

**Quorum present.**

**Items Discussed:**

Motion to approve March 18, 2013 minutes. Approved unanimously.

1. **Work Environment Committee:** (Jolie Scheib)
    - No WEC meeting in March, due to spring break. WEC meets the 4th Thursday of the month.
    - **East Campus (CMS) issues:**
      a. 1) CMS: What is the status of the smoking regulation signs? Victor Renolds reports diagram is completed. Danny will send to all users as a reminder no smoking on campus.
         2) Status of Food availability? Most likely approval will come by the end of April. Non-perishable food is available only at this time.
    - **Main campus issues:**
      b. 1) Michael Allen asked if there were any issues preventing Professor Maldonado from moving offices? No problem identified to prevent him to move. Discussion followed, regarding whether or not to place adjuncts in the office to be vacated.
         2) Parking structure exit control status? Victor states that money has been requested for speed bumps for the parking structure.
         3) ITV chair and desk adjustment? Wally states that the chair has been fixed.
         4) We need a dedicated, temporary space for a Gallery wall in N. Atrium for protected art displays. A proposal to install locking sliding glass patio doors 18’ x 7 ½ ‘ x 6-36” requested approval to add security was discussed. Victor will assess the plan and get back to us at the next meeting. The distance away from the wall will most likely be the lesser, rather than the greatest depth requested. Funds for carpentry and acquisition of sliding doors and materials was discussed, and asked to look at AMP budget to see about funding or emergency funding, due to emergency long delay to Media Arts Building and no existing designated gallery on campus.
5) The temporary Theater use space will need theater person in charge to discuss upcoming needs, due to delay of Media Arts building. Guillermo will be invited to the May 13, 2013 meeting.

6) John Klitsner asked why the Athletic Department has to use department funds for an athletic field?

2. Measure J Update:

CPM Report on Bond Projects

Report by George Johnson:

The Media Arts Building has had the design and structural engineers identifying defects. Walk through last week with inspectors of record took place. All signatures are acquired including Assurity. Presently scheduling general contractor and sub-contractors. DSA and Assurity resolutions for defect resolution are in place. Everything on first floor is to be resolved first for building to begin at that level. The second and third and Mezzanine floors will follow. Wally wants a figure on the contingencies have been incorporated and included in report to President Perez. George states that an additional 10% has been already entered into the President’s report.

- Mission College Power Plant. Finished selection process. Finalized task force with DGA. Will go out to bid next.
- Close-out of buildings at the end of projects are in current use. The DSA projects will have a new developmental set of sign-offs soon, due to the volume of on-going projects.

Design

- Student Services Center: This building has also needed a higher contingency added in before bid goes in. Student Services estimated to be approved as of the end of May 2013.

List of any action taken: Will check on the North Atrium Gallery Wall depth of space requested, and assess the needed depth allowable.

Future Action Items: None at this time.

Next Meeting Date: May 13, 2013. 12:30 pm. Room: CC4

Adjournment: 1:30 pm.