Call to Order at: 12:46 pm by Wally Bortman.

Quorum not present.

Items Discussed:
No Minutes from October meeting. No quorum present.

WEC meets the 4th Thursday of the month.

1. Work Environment Committee: (Jolie Scheib)

   East Campus (CMS) issues:

       a. What is the status of the no smoking signs? Tasked to CA Sign Co. Awaiting response. Par Mohammadian asks for a time line on the above.
       b. Panic Buttons in the Library. Who is responsible for campus safety? Richard Estrada, who is working on the request.
       c. Catering in CMS: According to Facilities it is ready to go, and the health permit was received and fully functioning.
       d. Temperature in rooms CMS 104/105: request to have faculty report needs through the Work Order System. Walter says this has already been addressed.

   Main Campus issues:

       e. Locked Arroyo Room/Faculty Lounge in CAI: the keys issued to faculty do not open. This is an issue for Julius. Have Charles not lock, said Victor Reynolds.
2. George Johnson- Gateway Report:
   a. Media Arts Building: Has three separate contract change document (CCD) requests. These requests were submitted to DSA. Minor comments were put forth in reports. The 3rd Report request was to the architect of record, their report is coming within the next four weeks. After these approvals of the deficiencies are assessed and the CCDs are approved, work teams will move forward. Once the last approval of the CCD comes in (George says this should be by November 2013) the building may then be ready by January 2015.
   b. All proposed buildings have been approved.
   c. Campus Modernization I, including Restroom remodels to make them ADA compliant are underway. Will be coordinating schedule with Wally. NTP has been issued. New schedule submitted October 10, 2013. We will coordinate with the needs of campus events to proceed with the remodel.
   d. Campus Modernization II: Health Center is online waiting for report of hazardous materials/chemicals to move forward. When will we take possession? asked Victor Reynolds.
   e. Access Road: A swell will be placed to catch run-off water.
   f. Handrails to amphitheater will be added.
   g. The Fire Sprinkler system will be reported on to get certification for the project.
We want LEED Platinum highest certification. (East Campus has won several awards for its Platinum status.)
   h. Parking area behind Collaborative Studies will have new spaces.
   i. Central Energy Plant: Hybrid of original system is what we will move forward with: Ice storage plus Micro-turbines. Still looking into load requirements. Need to assess how much power will each building consume.
   j. Photo Voltaic: More to be placed on Collaborative Studies and Student Services Building (to be located where the sheriffs bungalow area is, when this project moves forward).
3. REQUEST FOR ROOM CHANGE:
   Guests: Mike Fenton, Carlos Gonzales, and student Cindy K Barrios, were here to request a Change usage of room:
CMS 101 is presently an unoccupied, under used seminar room. (Meetings have occurred in this room, yet rarely). This will converted to a tutoring lab for STEM, to function under Title V Grant.
   Q/A:
   ARE you bring in computer equipment? Yes, and we will be wireless.
   WILL the existing furniture be used? Yes.
   HAVE you talked with HAHN about tech needs? We spoke to Carlos Garcia. We have helped the LRC under with our Title V grant and are cooperating with needs, want the tutoring lab moved from the Library to the CMS
   Have you spoken to Michael Allen? Yes, and he is on board.
   Wally: We will develop an action item to go to College Council to totally take over CMS 101 for the new use. This will need to be voted on.
4. BULLETIN BOARDS: Wally priced out the request to be $10,000.
   Wally recommends a campus-wide survey for all department use, not just one department. Must inventory what presently exists, then assess what is needed after the campus-wide survey reveals needs.
Kerwin requests multiple use of the space be taken into account prior to placement of bulletin boards (i.e., art shows in IB S. Atrium along perimeter walls, especially the East walls.) Tara Ward wants to know about access to existing bulletin boards, too.

4. Decriminalization of chalking on Campus. This issue is not a Facilities and Planning Committee issue. Tara Ward said this request must go to Student Services as a code. It may be a Board Rule, in which case student Services has no ability to over rule.

5. MISSION STATEMENT: Walter says all shared governance committees are requested to review the mission statement. FPC looked over and likes the existing statement. No quorum present, no vote. But Walter will send its okay forward to College Council.

List of any action taken:

1. Will move request for room change of CMS 101 to become the STEM Tutorial Lab for permanent use.

Future Action Items: Will inventory the bulletin boards on campus; take a campus wide survey about needs for bulletin boards from all departments.

Next Meeting Date: Nov 4, 2013. 12:30 pm. Room: CC4

Adjournment: Meeting adjourned at 1:29.