Los Angeles Mission College  
Facilities Planning Committee  
Monday May 12, 2014 – 12:30 pm  
CAI Conference Room

Meeting Minutes

Present: Sherrie Loper, Ricardo Delgado, Joe Cascione, Walter Bortman, Victor Renolds, Denise Marrin, Jolie Scheib, Deborah Paulsen, and Jim Liko

Absent: Michael Allen, Daniel Villanueva, Joe Ramirez, and Jose Maldonado

1. Co-chair Walter Bortman convened the meeting at 12:46 pm.

2. Report from Work Environment Committee.

Lack of proper shades in classrooms is affecting teaching by making it very hard for students to see images being displayed during projector use. Facilities staff is counting and measuring windows to determine how many shades will be required to assist in the bidding process to purchase shades.

Daniel Villanueva and Zoila Rodriguez-Doucette both agreed to the installation of a copy machine in the CMS for next fall.

No smoking signs have been installed in the CMS and Instructional Buildings.

Smart boxes in CSB are being worked on. In the meantime, classes are being moved to classrooms with working Smart Boxes. Per Walter Bortman, I.T. is handling the purchase of equipment for Smart Classrooms and most Smart Classrooms have been worked on during Spring Break.

Martin Gilligan put in a request to move Jesse Sanchez into Rudy Garcia’s old office. Jesse’s current office is very small. The change of offices must be approved by Dr. Perez and/or Academic Affairs. Per Louise Barbato, Rudy has retired. Rudy has personal belongings in the office. It is against LAMC policy for a person to have more than one office. It needs to be determined what will be done with Jesse’s old office.

The next Work Environment Committee is on May 28.

3. CMS Mural Project. Deborah Paulsen reported Richard Rains made a request to the Art Department for science themed murals on the third floor of the CMS last fall. The Art Department would like to request proposals from art students, possibly from the drawing classes. An “Evolution of the Universe” theme was suggested for the murals. Walter Bortman requested that the completed proposal for murals be sent to College Council.

4. Review and Approve Minutes from the April 14, 2014 Facilities Planning Committee Meeting. 
Upon motion by Jim Liko, seconded by Joe Cascione, the minutes of the meeting of April 14, 2014 were unanimously approved.
5. **Measure J Update.**

GGA (Master Planner Architect) is working on determining if the Central Plant can still be built in the area behind Facilities.

Kemp Brothers is still working on the Media Arts Building. The tentative completion date is fall 2016.

Due to the restructuring of Gateway Science and Engineering, our Bond Representatives are Bill Osbourne and Gabriel Morello.

6. **Status of moving CalWORKS and Foster Kinship to the Foods Lab.** Walter Bortman reported the project is pending DSA (Department of State Architecture) approval.

7. **Date of next Facilities Planning Meeting.** The next meeting will be Monday, June 9 at 12:30 pm. Location: CAI Conference Room.

8. The meeting was adjourned at 1:15 pm.