Call to Order by: John Klitsner

October Minutes Approved motion by Jim Liko and seconded by Victor Renolds.

Items Discussed:

1. Work Environment Committee (Richard Rains)
   a. Air Quality Issue in the Instructional Administrative Building Annex area: Testing has been completed and the results are pending.
   b. Traffic Mitigation: A “Limit Line” to stop traffic exiting the parking structure has been proposed. Plant Facilities support this temporary plan as it would be an in house, inexpensive procedure. Other options are to add traffic lanes on Eldridge Ave. both for right and left turns, or adjoin lanes with the Golf Course.

2. Measure J Updates: (Bill Corneli)
   a. Media Arts: The building has been assessed by Surety Insurance. They are to develop a plan to move forward. A new contractor will possibly be hired to finish the job. Another option is to re-open the project to bid.
   b. ECC (East Campus Center): On schedule to be open for fall semester classes. Furniture, fixtures and equipment is being selected at the present time.
   c. Swing Space: Nursery Property demolition to occur next week. Completion of bungalows to be transferred should occur by January 2012. A visually appealing
space has been designed which will include staff parking and plantings.

3. **Sheriffs’ Station**: The location of the Sherriffs’ station needs to be relocated. The cost of a new bungalow or a Mobile Command Unit that could be leased or resold was discussed.

4. **Shuttle Service to East campus**: Discussion comparing a possible change from two small vans to one large bus, which could accommodate more people and reduce wait times. It was suggested that the number of riders be tracked to justify the change.

5. **Vending Machines**: New East Campus Vending machines should be coordinated with the construction plans for location. Fire roads and access are a concern.

6. **Smoking areas**: Three are designated areas on campus. None provide signs, ashtrays, or lighting.

7. **Campus Master Plan and ADA (American Disabilities Act) deficiencies** need to be corrected along the main campus walkways to and from the Parking Structure and the Bus Stop along Hubbard. A crosswalk with a signal will be added near CDC (Child Development Center) to across the street to the Nursery property where a number of bungalows are being relocated. Walkways and doors into the IA Building be remodeled and the college may want to consider a large bus stop in front of the school since the current one only shelters two people. ADA improvements include lighting upgrades along the major walkways, a possible service pathway along the street side of the LRC, improving external signage, and improved irrigation to reduce the use of water.

8. **Roof leaks in Library**: Need to be addressed as campus maintenance.

9. **CSB Restroom**: Move the action item to College Council

10. **Shared Governance Process**: The need for prioritization of Bond Projects was discussed.

11. **ECC Task Force**:
   a. **Names Proposed**: “Math Science Center” or “Math & Science Center will be forwarded to College Council.

   b. **HFAC**: With the unification of the East Campus the address will be removed from the HFAC building and added to an entrance sign to represent the entire property and avoid confusion with the Fire Department.

   c. **Fencing**: is a security issue. With the current location of the fence some property belonging to both the City (Harding St.) and the County (Maclay) remaining open it will require maintenance. The college may ask for the fence to be installed at the street line to alleviate maintenance issues.
12. **Additional Members on Committee:**
The Senate President informed the committee that two new members were to be added to the committee. This would include one AFT and one Senate representative. The committee requests that College Council make a recommendation to revise to the committee’s Charter to alter the composition of membership.

**List of any action taken:** Facilities Planning Committee recommends the College Council accept the cost of $358,000 for converting a classroom on the second floor of the CSB into faculty and student restrooms. Vote 5-4.

Proposed Names: “Math Science Center” or “Math & Science Center” will be forwarded to College Council.

The committee requests that College Council make a recommendation to revise to the committee’s Charter to alter the composition of membership.

**Future Action Items:**

**Next Meeting Date:** December 14th, 12:30 – 2:00

**Adjournment:** 2:30pm

**Minutes taken by:** Deborah Paulsen and Maryland Harris