COMMITTEE: Facilities Planning

Date of Meeting: February 8, 2012  Location: Campus Center 1  Time: 12:30pm

Voting Members Present:
Walter Bortman, John Klitsner, Victor Renolds, Sandy Thomsen, Jim Liko, Deborah Paulsen, Frances Nguyen, Richard Rains, Laura Murphy, Alma Johnson-Hawkins (VP of Academic Affairs), Randy Gamez (ASO)

Voting Members Absent: Joe Ramirez (VP of Student Services), Rolf Schleicher

Resource Members Present: Bill Corneli (GSE), George Johnson (GSE), Hanh Tran (IT)

Guests: Young-Ji Lee, Robert Smazenka

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Call to Order at: 12:38pm

January Minutes Approved: Move to approve by Sandy Thomsen and second by John Klitsner.

Items Discussed:

1. Computer Lab Renovations with STEM Grant Funds (Robert Smazenka and Joung-Ji Lee)
   As a part of the STEM grant for the first year it is requested that INST 2007-2010 classrooms be combined into two large rooms, rather than four. Discussion occurred on impact of construction to students and ramifications of removing walls. The heating and air will need to be investigated by architects. Additionally we will need an architectural and structural survey regarding code, cables and fire sprinklers. Work should be completed over the summer. The new space would support Engineering students. The rooms are currently small and only have 22 seats, the new labs could be up to 44 seats.

   A motion was put forth to take the item to College Council that the STEM Grant moves forward with their plans for the rooms and hires a consultant to work with Gateway Engineering. Joe Ramirez seconded motion.

2. Work Environment Committee: (Richard Rains)
   a. Air Quality concerns for the area by Counseling and Admissions. Facilities reported that they have cleaned the air supply sources, including HEPA filters and cleaning in general. They have not been able to retest because of the winds. Staff bring in plants, refrigerators, fans and heaters; which may be a part of the problem.

   b. Window blinds for instructional buildings were discussed. There is no money to replace the blinds, but Plant Facilities is working on a plan to put up paper or fabric to help block out the light.
3. Measure J Updates: (Bill Corneli)

a. **White Papers** included fourteen projects have been moved forward with White Papers to request they to be removed from the Moratorium. Eight additional may be added by the March 23rd deadline.

b. **Chilled Water Loop** to finish in April or May.

c. **East Campus** is moving along well. The Math and Science building should be in operation for Fall 2012. There was discussion regarding the monument sign, a user group tour, equipment to be installed, finalizing the budget, delivery times and storage. Can faculty move in early in August for preparations? A raw space for an educational garden will be available this summer.

d. **Media Arts Center**: Construction could start again in March with a new contractor. Tower Construction is being hired. Paperwork is being drafted for the take over.

e. **Student Services Center** has been delayed due to the Chancellor’s Moratorium. The building needs a more comprehensive white paper. The LACCD Board of Trustees has held closed sessions on the FDR design/build contract. FDR may not be allowed to finish the project and soliciting bids by new construction companies may delay the overall time-line by three or four months.

f. **Neighborhood Traffic Mitigation** plans are moving forward. A meeting with City Council members has been scheduled. Discussion occurred regarding painting a “Keep Clear” sign at the exit of the parking structure.

g. **Athletic Fields** negotiations regarding a binding document to agree that LAMC and Parks and Recreation to move forward on the athletic fields project is being developed.

h. **Central Plant** will be a design/build project and may open prior to the completion of Media Arts. The project will optimize performance, energy savings and carbon footprint of the college. The plant has the potential to remove LAMCs’ environmental impact, with additional voltaic panels being added to HFAC and Child Development

i. **Gateway Engineering** is remaining as our CPM.

4. **Addition of Concrete Pads to Quad**: The pads will make it possible for tables and tents to be off of the walkway for events, AS0, rental, and other groups. There were concerns regarding sound control and the free speech area designation. There were questions regarding additional cost. Gateway will present drawings.
5. **Addition of new members to the Committee**: President Perez requested that the Facilities Planning Committee consider adding two new faculty members. The majority of the committee members voted against revising the Charter to add two additional faculty members.

6. **Campus Signage**: Campus standard for commemorative signage or designation outside rooms was presented and voted on. The majority of the committee members preferred “steel with blue.”

7. **ASO Report**: The ASO proposes to sponsor a “Memorial Garden” for faculty and staff to be established somewhere on campus. Possible places were discussed. They plan to take item to the next College Council meeting.

   a. **Space for ASO**: Discussion regarding possible expansion space for ASO.

      **List of any action taken**: none

      **Recommendations for College Council Approval (if any)**: The Committee recommends that College Council accept the motion to look into the planning of reconfiguring rooms 2007-2010 in the Instructional building to renovate computer labs for STEM grant monies.

      **Future Action Items**: none

      **Next Meeting Date**: March 14, 2012, 12:30 – 2:00

      **Adjournment**: 2:06 pm

      **Minutes taken by**: Deborah Paulsen