Call to Order at: 12:45pm

May Minutes Not Approved

Items Discussed:

1. Work Environment Committee: (Richard Rains)
   a. Jolie Scheib will be the new **Work Environment Committee Chair** and as well as AFT Representative for FPC.
   b. **Wireless Smart Classroom Controls** - WEC is recommending faculty purchase their own of wireless keyboard/mouse controls for the AV equipment in the smart classrooms for $5.00.
   c. **Faculty Restrooms** in the Faculty Office Area of the Instructional Building – Concerns regarding non-faculty and non-staff using the restrooms. WEC recommends that concerned faculty use the locked restroom in the hallway between the South Atrium and Academic Affairs.
   d. Discussion regarding Smoking Signage, white boards, adjunct computer requests, student use of computers in adjunct office area and panic buttons.

2. Proposition J Updates: (George Johnson)
   a. **Student Services Building** – a request was sent to the Chancellor to get Student Services Building removed form the moratorium. The FTR Design Build contract is going away and the new architect will have to have to finish 100% drawings for the contractor. This means a resubmission to DSA from the architect of record and the need for an extension of the deadline.
   b. **Media Arts** – Issues with the take over by Kemp Brothers, who are finding structure problems. Surety Insurance is being asked to cover unforeseen cost to corrections. The building is now 40% complete, but in order to not lose state funding must be 50% complete by March 2013. Gateway does not see a problem with the deadline.
c. **East Campus** – Faculty “move in” will be no later than August 20\(^{th}\). Faculty bookcases or other furniture should not be moved. Small appliances like refrigerators are not allowed.

d. **Swing Space** – is ready for electrical, but there is no major urgency. Directions from the Chancellors on the Student Services Building need to be received we relocate the sheriffs’ station and classrooms we need.

e. **Campus Mod. I** – ADA (American Disability Act) Accessibility representative has been assigned to this campus. We need an architect to finish storm water, lighting, pathways, fire access; letters are being sent to architects to be part of the selection process.

f. **Central Energy Plant** – is moving forward to the State Architect, Planning Architect and should be finished about same time as Media Arts. The high tech energy saving system will be a show piece of the district.

g. A map of information on current plans and monthly progress report for the Bond Program was distributed.

3. **Utilities** billing for the new buildings was discussed.

4. The user group for **Media Arts** prosed a new name for the building “Fine & Performing Arts Center.” The committee agreed to move the name forward to College Council.

5. **Charter and Membership** - discussion and further refinement. A question on whether our committee is to actively update the Facilities Master Plan was unresolved.

6. **Athletic Fields** - Big improvements on county agreement was tabled. The parking structure use is a possible “trade off “ for the use of the El Cariso Ball Fields and there is a document or agreement that is being developed by legal council. Use of the ball fields is a year-to-year renewable contract renewable up to 5 years.

**List of any action taken**: The building name for Media Arts, “Fine & Performing Arts Center” to move forward to College Council.

**Future Action Items**: none

**Next Meeting Date**: Sept. 12, 2012 12:30pm

**Adjournment**: 1:53pm