

## **FACILITIES COMMITTEE MEETING MINUTES**

June 1, 2010  
9:30a.m. – 11:00a.m.  
College Conference Room

**PRESENT:** Fred Allen, Steve Baker, Patrice Braswell-Burris, Jerry Buckley, John Colson, Tim Flood, Sue Gonda, Beth Kelley, Alba Orr, Walter Sachau, James Spillers, Dave Steinmetz, Reyna Torriente, Jim Wilsterman

**RECORDER:** Tasa Campos

Tim greeted and welcomed everyone to the meeting and briefly reviewed the day's agenda.

### **SERVICE DOG RELIEF AREAS**

Tim shared the college will be purchasing service dog relief stands. The committee reviewed a handout showing three possible placement locations on campus. The committee discussed the possible locations and the use and clean up of the areas. After discussion, the committee agreed to the following three locations: West side of the LTRC, West side of Building 42, and South side of Building 20.

### **100 BUILDING MOVING SCHEDULE**

A hand out of the upcoming office and building moves was distributed and reviewed by the committee. The committee discussed telephones and computer down time. It was noted the mailroom would be down for a couple of days. Communication regarding the moves would continue to be sent out by email.

### **UPDATE ON STATE CHANCELLOR'S ENROLLMENT PROJECTS**

A copy of an email from Fred Harris, Assistant Vice Chancellor College Finance & Facilities Planning was reviewed by the committee. Tim shared the information was related to Grossmont's 5 year construction plan, space allocation and how space is awarded. For the fiscal year 09-10, Grossmont is at 100% lecture, 97% lab and 67% office space.

Tim reported Grossmont's 200 Building Modernization request was rejected. The college will resubmit the request. The Prop R fund allocated to this project may need to be put towards different projects as the bond funds will likely need to be spent prior to the state approval for the 200 Modernization project. Tim stated in the fall semester the Facilities Committee will review the Prop R funds and possible allocations.

### **LTRC EXTERIOR SEATING AREA**

Tim noted he had received a request regarding placing some bistro type seating outside the LTRC on the east side under a large overhang. The location would be nice for students to be protected from the weather once the Student Center is shut down for constructions. Concern was expressed regarding the noise level in a seating area of this type. Tim stated it would be a trial run and if it did not work out the furniture could be moved. Tim stated Café 200 would be another nice location to have this type of seating area. Tim will work with Dale Switzer on possible furniture selection and standardization for this application.

### **SAFETY ITEMS**

The committee discussed the following safety item.

- The issue of cart training policy status was brought forward. Tim reported the input collected from the Facilities Committee has been submitted to Risk Management but he has not received any additional information regarding the policy. He will follow up with Martin DuBord.
- The excessive amount of carts parking between building 42 and the gym is causing a safety issue. This area is a custodial area and custodians park their carts there to be charged. Tim

shared the plan was to asphalt the area where the old Maui Wauai shack was so the carts can be parked in the area to be safety stored and charged.

### **OTHER/NEW ITEMS**

- The college was awarded the grant for the new Veteran's area. The area will be in the 200 building complex. Grossmont is one of fifteen colleges to offer this type of special area for Veterans. The Maintenance Department is working quickly to have this area prepared for the start of the fall semester. Fred Allen is working on the furniture that has been donated. It was noted this new information will need to get to Instructional Operations to be placed in the schedule and catalog.
- The committee reviewed a spreadsheet reflecting summer 2010 computer lab rollovers. Tim shared \$200,000 in funds were allocated for lab rollovers to replace some of the older machines on campus this summer. Funds have also been identified to replace some of the older machines in the CSIS department. The CSIS rollovers will be completed during the next spring break.
- Tim reported with all of the moves, construction and scheduled maintenance project the upcoming summer will be very busy. Tim requested everyone remind their departments and try to encourage patience. Any new projects, not already scheduled, will need to be tentatively planned for winter break.
- The issue of personal electronic equipment was discussed.

Today's Facilities Committee meeting would be the wrap up meeting until the start of the 2010 fall semester.

The meeting was adjourned at 11:00 a.m.

**The next meeting is scheduled for September 7, 2010 at 9:30 a.m. in the College Conference Room**