

FACILITIES COMMITTEE MEETING MINUTES

November 6, 2012
9:30a.m. – 11:00 a.m.
College Conference Room

PRESENT: Agustin Albarran, Steve Baker, Kurt Brauer, Joel Castellaw, Sheridan DeWolf, Tim Flood, Beth Kelley, Kerry Kilber, Mike Reese, James Spillers, Reyna Torriente

ABSENT: Jeff Baker, Kristi Kluka, Lisa Ledri-Aguilar, Alba Orr, Priscilla Rogers, Dave Steinmetz, Debbie Yaddow

RECORDER: Patty Sparks

- **FMP – Phase II**

Tim stated that end of business today is the deadline to add participants to the cluster lists. He reported that there is a meeting coming up at the end of the month. There, broad discussions will take place and cluster groups will break-out into classrooms to meet and discuss general needs/goals for their areas.

Jim Spillers reminded the Committee that Phase I was a broad based look at what our campus and space needs are. Phase II is tighter look at space, taking into account the space needed for each cluster. Phase II begins with bringing the respective cluster groups together to discuss specific needs within the clusters. Beth Kelly explained that the cluster groups need to come up with general goals. Once we get information from the State about the square footage allotment, based on .8% per year using fall 2009, as our baseline, the cluster groups will come up with goals and conceptual plans – not design plans. The State formula allocates space per person, i.e., FTES and cap-load ratios determines lab space, classroom space, lecture and office space.

Jim stated that some of the clusters groups may start out together because there are so many connections and crossover between them. The cluster groups will have to keep in mind that the planning and conceptual ideas will have to span the next 50 years. One area that does not have a lot of crossover between clusters is Athletics and Exercise Science. Once the information and data is compiled through the cluster groups, the time line is as follows:

- November 29 (when the cluster groups meet with HMC (architects))
 - Review campus wide space program
 - Discuss goals and conceptual plans
 - Develop draft building programs for complexes
 - Develop conceptual planning diagrams
- December 12 (cluster groups will meet again with HMC)
 - Review draft building programs
 - Review and develop conceptual planning diagrams

On December 26, the Facilities Master Plan Task Force will meet again with HMC to look over recommendations and draft documents.

The cluster groups have a mix of classified staff, faculty, and deans. Beth provided a copy of the *District Facilities Master Plan – Phase 2 Timeline, 10-30-12*, for the Committee to review. Further Beth stated that on the District webpage the Facilities Master Plan is there for review. Tim stated that this Committee

will be informed as each stage of the process progresses since there are members of the District Facilities Master Plan on this Committee.

Steve Baker suggested that Instructional Operations and Instructional Computing be involved with the cluster groups during the Task Force meetings as their input would be invaluable. Tim stated that is a good idea to have someone there with a good understanding of technical needs for the spaces as well as someone who has expertise on the uses of the space.