OLD BUSINESS

2.1 Approval of the Minutes of June 12, 2001. Minutes approved as presented.

NEW BUSINESS

2.2 Review of Facilities Building Projects – Mike Harrington. Mr. Harrington has provided the campus with an application process for all facilities projects. The following projects have been submitted: Testing Center, MIS Storage, Career & Transfer Center Remodel, and EOPS Remodel. Mr. Harrington reported that the Career & Transfer Center and EOPS are being consolidated into one project called the EDC Office Remodel. This brings three projects to the facilities department prior to the February 1st deadline. Mr. Harrington mentioned that needs assessment, determining merit and preliminary floor plans are all part of the three-step process for approval.

Mr. Harrington reported that the testing center is part of the temporary library conversion. The project will create two large classrooms and a new testing center. Space planners at tBP Architecture are reviewing the tentative floor plan. When code compliance is confirmed tBP will return and meet with necessary personnel to finalize the plans. The project will not require DSA approval but will need engineering design, ADA compliance, and specifications from tBP. Discussion was held regarding what tasks could be performed in-house. Also discussion held on maintaining the security of the testing center. Estimated project cost is $82,000.

Mr. Harrington stated that the MIS project is simple and straightforward, creating a 126 square foot secure storage area in room 103 of the IS building. Mr. Harrington reported that this project would require the construction of two walls, installation of a pocket door and relocation of a light fixture. Air conditioning, ADA, and electrical will not be impacted. Estimated project cost is $4,200.

The EDC office remodel encompasses approximately 1,500 square feet of office and classroom space on the second floor of the ED building. This remodel will create office and program space for EOPS, this will provide free space on the first floor, which will be remodeled for the career transfer center, a multiple use conference room, and first floor office space for EOPS. Sound alternating walls are required between the conference
room and adjacent offices. Lighting, air conditioning and electrical will have to be reconfigured to meet the needs of individual spaces. The fire alarm will have to be reconfigured for code compliance, especially on the second floor.

Mr. Harrington detailed what work will be completed in-house, and work done by outside contractors. Estimated project cost is $155,000.

Mrs. Horton thanked Mr. Harrington for his excellent work on the proposed remodels.

2.3 **Library Remodel/Expansion** – Mrs. Horton reported that the library is coming along nicely; the original portion of the building is being painted to match the new addition. Substantial completion should be done in April. Mrs. Horton reminded the committee that the goal is to be moved in and ready to go for the fall semester. The library project is still within budget, some more change orders are expected but they appear to be minor.

2.4 **Math/Science Replacement** – Mrs. Horton declared the plans are completed and work is being done on the working drawings. The Governor in his January budget proposed one hundred and seventy million dollars worth of projects that he wanted to do early to stimulate the economy and the Math/Science building was one of them. Mrs. Horton has not heard if the legislature has approved the economic package or not. The general obligation bond (statewide) has to be put on the ballot next November. The bond would guarantee the Math/Science building unless approval is obtained through special legislation.

2.5 **Final Project Proposals** – Mrs. Horton updated the capital projects ventures and the new priority selection system the Chancellor’s office has developed. The Chancellor’s office has requested Citrus turn in three final project proposals. Mrs. Horton estimated that the Vocational Technology building has the most money behind it and probably the better chance of being funded. Final project proposals are prepared for the Vocational Technology Building, and the Center for Innovation. Mrs. Horton declared that the District got word in a round about way that if Citrus reduces the scope of the Vocational Technology Building there might be a better chance of funding. Tom Hippie spoke to Kim Holland and will schedule a meeting to review the Voc Tech building with faculty and staff in that area. The project has been around for 12-14 years now and been changed a couple of times. Mrs. Horton asked that it be reviewed again and determine what programs are involved and any programs that will be eliminated or changed. The Center for Innovation has DSA approval; it is ready to go to bid if funding is ever available. An Initial Project Proposal has been completed for the Student Service building. A major focus for the campus is to have a centralized location to pool all student services. tBP will be on campus for an introductory meeting to discuss ideas for the new building. Mrs. Horton asked Dr. Zellers for the go ahead to submit two more initial project proposals. They would be the Fine Arts building, and the Technology Center, which would be housed in the area left vacant from the campus center moving to the new student services building. Both proposals need to be completed before the May 1st deadline.
2.6 *Administration Staff Parking – Jeanne Hamilton.* Dr. Hamilton raised the issue of students continually parking in the administration staff parking lot and wondered about painting “staff” on each individual parking space. Discussion held on various ideas, it was decided to paint on the blacktop at the entrances “staff only” and see if it helps.

2.7 *Health Center – Beverley Pray.* Ms. Pray voiced concern over the continual reference to Hayden Hall as the “Health Center”. Students are being directed to the “Health Center” and several people have asked that it be clearly called Hayden Hall. The committee agreed to change any incorrect signage. Mrs. Horton asked if there were any objections to change signage and campus maps to reflect the proper name.

2.8 *Other – Carol Horton* mentioned the local general obligation bond, and that Dr. Zellers has highly recommended that we have what he considers a “war chest”, up front money to support a local general obligation bond campaign. Mrs. Horton asked fellow managers and faculty to help with this cause; contributions can be made through the foundation office.

Discussion was held on the paving projects on campus, Mrs. Horton mentioned that most of the paving campus-wide has been completed except for the library parking lot. Mr. Harrington mentioned there is some “slurry” left to do in various areas for general maintenance. Ms. Pray expressed appreciation for the grating of an area near Tech O and Tech C where cars had been “bottoming out” on the payment.

Meeting adjourned @ 8:55 a.m.