CITRUS COMMUNITY COLLEGE DISTRICT
Office of the Vice President of Finance and Administrative Services

PHYSICAL RESOURCES COMMITTEE MINUTES- October 28, 2003

Present: Thom Armstrong, Jim Cope, John Fincher, Tony Giannone, Adrianna Glenn, Mike Harrington, Carol R. Horton (chair), Greg Mooney (Student Representative), Sharon Martin, Jim Pierce, Judy Rojas (recording secretary), Arnold Rollin and Dave Schneider. Absent: Marilyn Eng, Tom Gerfen, Vince Mercurio, Peggy Olson and Robin Carter.

OLD BUSINESS

10.1 Approval of the September 24, 2003 Minutes. Minutes approved as presented.

NEW BUSINESS

10.2 Sidewalk on the North Side of Campus Center- John Fincher reported that he and others have noticed that students walk through the dirt in front of the north side of the campus center. He suggested that a cement walkway be installed. The committee agreed and Mike Harrington will take care of the construction.

10.3 Smoking Locations and Ashtray Placement – Carol Horton reported that a new California law passed in September stating that we have to move smoking locations at least 20 feet from the entrances of buildings. The old law was 5 feet. It may require some signage and ashtray placement changes or additions. Jim Cope suggested that we make some areas on campus that would be attractive to smokers with benches and shade. The balconies can be measured and designated smoking areas can be marked as in sports facilities. Additional signage will also be needed indicating the new restrictions. We have two months to get a plan in place. Jim Cope and Mike Harrington will work together and come up with a proposal and bring it back to this committee. Greg Mooney mentioned that the FLS area has a lot of people smoking and they are very close to the building entrance. He asked how we are going to enforce this. Tony Giannone stated that Security is now in charge of monitoring the smoking violations and that they receive a few calls every day regarding the issue. It is very hard to manage but signs are posted and security does patrol and check the balconies. The information will be printed in the next printed class schedule.

10.4 Math/Science Parking Plan – Carol Horton prefaced Mike Harrington’s report on the parking plan due to construction. When the plans were being finalized for the math/science building, Mike brought in diagrams for the parking plan to this committee. Our concerns are with the Cosmetology patrons and with the students in the Cosmetology evening program. Mike Harrington has summarized the plan and submitted a report to the committee. The net loss of spaces during construction is 100 and the net loss of spaces after completion of the project will be 53. Facilities and Security will work together to determine how many spaces will be patron, student, handicap or staff and the traffic and pedestrian pathways. There are also an additional 66 spots in front of the library that were a part of the plan when the math/science parking spaces were calculated.

10.5 Tree Replacement – Carol Horton reported that we have just taken out 5 trees in front of math parking lot. Whenever we take out trees we get calls from local citizens that are concerned. Three of them were dead and two were dying. Randy Cable, Grounds
Supervisor, prepared a report stating that we are replacing 11 trees with 25 new trees. The detail and types of trees are in his plan. Since Randy is the expert arborist he has determined placement and type.

10.6 General Obligation Bond Proposals – Carol Horton reported that we are following the facilities master plan regarding the General Obligation Bond Proposals. Mike Harrington produced the list provided to the committee of all the projects proposed out of the facilities master plan and scheduled maintenance and replacement plan. We hired 3DI a consultant firm specializing in building/facility assessment to give us a detailed report with total cost of replacement or maintenance. Mike Harrington also prepares a scheduled maintenance plan annually with a 50/50 match from the state. The last 5 or 6 years we have been dedicating that money to our cold and hot water loops from the central plant, the lock program, clock program, energy management and some roof repair and replacement. All of these programs together have created this list that we could give to the political consultants working on the bond. The bond consultants; the investment banker, the bond counsel and the political consultant will make a presentation at the November 18 Board of Trustees meeting in open session if anyone is interested in coming. The Board has not taken a vote yet to determine if we will go forward with the bond in March or not.

10.7 Math/Science Building – Notice to Proceed - Carol Horton reported that the Notice to Proceed went out on October 20, 2003 for the Math/Science Building. The construction trailer is in, the fence is scheduled to go in soon and the new parking lot is scheduled to start on November 1. A faculty member on steering expressed a concern that the noise from construction would be too loud. There is nothing we can do about the noise and the pending inconvenience. We will try to accommodate them as best as we can but the construction process is sometimes inconvenient to achieve the end result of a replacement building.

10.8 Bench Replacement – Tom Hippie was not able to attend today to report on the replacement benches. Carol Horton reported that he is looking at the blue diamond shape mesh benches. We are moving forward with that and will try to replace them as soon as possible.

10.9 Other – Tech B Patio Cover - Carol Horton stated that the cover at the Tech B patio is rotting and will be taken down. It should have not been put up originally and will be replaced with individual table umbrellas. A similar awning is used at the Art Center patio during the dinner theater season. Since that is only temporary it is okay.

Accreditation - Carol Horton reminded the committee that the accreditation team is coming November 4 through 6. This committee must be prepared. Standard 9 is online so that we can become familiar with it. The Facilities Master Plan is available for your review also if you do not have a copy already.

Library / Learning Resource Center naming– Carol Horton is very disappointed about how the complaints of the naming of the Learning Resource Center was handled by both management and faculty. The library staff supposedly has been complaining about the naming since before the construction of the building. The staff went directly to the faculty senate instead of taking it through the proper channels. The funding that was obtained through the state was for a learning resource center, not a library. This is
consistent with many other projects throughout the state. All community college projects go through the finance committee and the legislature and are approved by name. The project was approved as and was always called the Learning Resource Center and that was how it was funded. John Thompson has informed Carol that the students are having trouble finding the library. She read a memo from John Thompson stating his signage preferences. On all new construction in all levels of education in California the library name is no longer used and learning resource center has been the standard for the last few years. The committee discussed the possible changes to the signage to make the building more easily identifiable. Greg Mooney stated that he has never heard anyone state that they could not find the library but students are always getting familiar with several buildings on campus during their first semester. It was agreed that a monument type sign will be placed in the planter to the right of the stairs on the south side of the building stating Hayden Library / Learning Resource Center. The Board of Trustees will have to make a decision now because this issue went to the Academic Senate first. John Fincher will report to the Senate what this committee recommends as a resolution.

The meeting adjourned at 10:15am