PHYSICAL RESOURCES COMMITTEE MINUTES- October 6, 2004

Present: Jim Cope, Marilyn Eng, John Fincher, Tony Giannone, Mike Harrington, Carol R. Horton (chair), Ara Claro (Student Representative), Vince Mercurio, Peggy Olson, Jim Pierce, Judy Rojas (recording secretary), Dave Schneider and Jim Williams. Guests: Jeanne Hamilton and Tom Hippie

Absent: Adrianna Glenn, Tom Gerfen and Arnold Rollin,

OLD BUSINESS

10.1 Approval of the March 24, 2004 Minutes. Minutes approved as presented

NEW BUSINESS

10.2 Installation of Automatic Door in AT103- Jeanne Hamilton and Vince Mercurio brought to the attention of the committee that the buzzer at the testing center has become somewhat of a problem for wheel chair students and students and employees in the Testing Center. Marcy Morris would like to have an automatic door installed to accommodate wheel chair bound students so they do not have to wait outside for staff to answer the door bell. Currently, they may have to wait if the staff is busy. This is a problem if weather is inclement. Also the bell disturbs other students who are already inside the testing center. Mike Harrington and Jim Pierce informed the committee that the structure of the building would not accommodate an automatic door opener. It was also noted that this is a temporary building and it is very costly to install an automatic door. The current bell does meet the handicap requirements. Discussion was held regarding the possibility of moving the bell so that it would not disturb the students or the installation of a light rather than a bell. Discussion also included installing a better overhang for shelter from the weather. Vince Mercurio will discuss options with the Testing Center staff and bring the proposed solution back to the committee.

10.3 Naming and Designation of Math/Science Building and Print Shop- Mike Harrington requested that the committee define the naming of the new Math/Science Building and the Print Shop for the campus maps, the outside of the building and the campus space inventory report. It was decided after discussion that the maroon letters on the buildings will be “Mathematics” and “Reprographics”, the maps will be “MA” and “RP” and the space inventory report will be “MB” and “RP”.

10.4 Free Standing Bulletin Boards – Mike Harrington showed some samples of free standing bulletin boards that could be placed around campus for student and college postings. These are available from many vendors and can be ordered to coordinate with the campus standards of design. Mike suggested that we get bulletin boards with covers so that items posted do not get weather beaten. Jeanne Hamilton suggested that we order two, one for the east and one for the west end of campus. Mike will place the bulletin boards after review of the master plan. Carol asked if the students would like to contribute to the cost of the boards or have any suggestions on placement or style. Ara Claro, the student representative, will take this matter back to the ASCC Board for discussion.

10.5 Renumbering of LB 2nd Floor Rooms – Tom Hippie passed out a map of the before and
after numbering of offices on the 2nd floor of the LB Building. The renumbering is consistent with the office numbering on the 1st Floor. After discussion the committee agreed with the renumbering scheme.

10.6 Board Policies- Carol Horton reported that she has the responsibility for updating the board policies that pertain to her areas of responsibilities. They have not been updated for many years. At the next meeting we will review the ones that pertain to this committee and then submit them to the appropriate constituent groups for approval.

10.7 Shade Shelter – Carol asked if the shade shelter between Tech B and Tech C has been installed. Tom Hippie reported that he has had bad luck in getting vendors to commit to installing a permanent shade structure in that location. There are several vendors that can provide pre DSA approved shelters that can be installed. The problem with these shelters is that there will be items thrown on it from the 2nd and 3rd floor and it will become a maintenance issue. The students in that area have not complained about the shade so it was decided that tables and umbrellas that fit into our new bench and trash receptacle design would be installed. Tom has some extra tables that the students purchased that can be used in that area and can accommodate umbrellas. The Cafeteria outdoor eating area also needs a shade structure. This area needs to be a custom build structure to accommodate the shape of the area. Mike Harrington will meet with Philomena O’Shea and Arnold Rollin to discuss their ideas for the structure. He will also meet with vendors and obtain proposals to be brought back to this committee.

10.8 Other – Carol Horton gave an update on the General Obligation Bond. Citrus has issued $22 million in bonds and the funds are sitting in the county treasury for our use. The first Bond Oversight Committee meeting was held on September 16 and consists of six community members and one student. We are trying to schedule the renovation of the Stadium and connected buildings. We are also working with the architect on moving the Center for Innovation from it’s original location. We hope to be under construction on the Center for Innovation at the time that we are tearing down the old Math Building.

Mike Harrington reported on the progress of the Math/Science Building construction schedule. The scheduled completion date is April of 2005 which is 60 days behind the original date. Currently we are on track to complete the job in time to move all program needs from the existing math building to the new building before the start of the Fall 2005 semester. It will be a challenge to meet that target, but it is possible.

John Fincher brought to the attention of the committee that during a recent power outage his girl friend was stuck in the elevator in the VT building for an hour in complete darkness. He asked if the feature in the elevator that moves the car to the ground is installed on this elevator. Jim Pierce indicated that only about half of the campus elevators have this feature. They can be retrofitted but it is very costly. The light panel should have come on and it did not. Mike Harrington will report this to the elevator company. Carol Horton feels that the issue is that the Security Department did not know how to open the elevator and facilities had to be called in to open the door. Jim Pierce stated that is it very complicated and because it is not done very often training would be difficult. John Fincher suggested that it be a regularly scheduled training to keep it fresh in their minds. Carol Horton concluded that Facilities and Security needed to work together to get this issue solved. Carol also noted that the elevators are built to code.
Carol Horton reported that there was another issue raised in relation to power outages. During a recent outage, an instructor did not want to evacuate his classroom and insisted on continuing a class using the emergency lighting. The purpose of the emergency lighting is only to stay on long enough to get the students and staff out of the building to safety. The administrator on duty has the responsibility of making the decision to dismiss the classes and deans or instructors cannot override that decision.

Carol Horton also mentioned that this committee needs to look for new campus map displays for around campus. There is one near the FP building that is in disrepair that needs to be removed as soon as possible. She mentioned that she has seen some monument style display cases with a replaceable map area. They need to be placed in strategic locations on campus. Carol asked Tom Hippie to research styles and prices and bring them back to this committee for review.

The meeting was adjourned at 10:15am.