OLD BUSINESS

2.1 Approval of the December 2, 2008 Minutes- Minutes approved as presented.

NEW BUSINESS

2.2 Parking Issues Update – Carol Horton reported that the Parking Sub-committee of this committee is presenting an update on the parking issues to the Board of Trustees at tonight’s meeting. They have provided us with the Power Point that they will be using and will give us the dress rehearsal of their presentation titled “Spring 2009 Parking Initiatives”. Carol asked that the group add comments during the presentation to the fact that in 2007 we hired HMC Architects to do a parking study with the intent of maximizing our parking spaces, improve traffic flow and create a signage and a parking lot plan. We hired them in anticipation of the construction and the potential parking problems. Robert Iverson, Craig Smith, Martha McDonald and Paula Green made the presentation. Carol Horton thanked the subcommittee for a great job and thinks that this will help summarize and communicate the parking problem and the steps we have taken to minimize the problem. Karlin Bradley stated that he felt that he would rather drive than take the bus to school. Martha McDonald and Carol Horton noted that the measures that we have taken to assist the students and staff to give them parking and transportation alternatives are made available but we cannot make the students use them, we can only try. John Fincher asked what the fine was for parking on the city streets that have been restricted. Tony Giannone thought that it would be at least $50.00. He also noted that the city has hired a company to monitor the area and ticket the violators. Craig Smith also noted that he could add to the presentation that the construction companies on campus are committed to using the least amount of space possible for their construction staging so as not to loose parking spaces. Carol also stated that the 2001 Education and Facilities Master Plan indicated that when the projects were built out we would have enough parking spaces for 18,500 students. Those students were scheduled for 5 days a week at the time the study was prepared. Now we have a compressed calendar which 100% of the students attend in 80% of the time slots. We have a problem not only with construction but with student load and parking capacity. We should probably wait until the major construction is complete which is 2012 or 2013 with the completion of the Fine Arts Building to reevaluate the parking situation.

2.3 Accreditation - Carol Horton presented the latest version of the Accreditation IIIB-Physical Resources to the committee. Carol thanked Mike Harrington and all of the
committee members who contributed to the document by completing their questions. You may not see your exact verbiage in the final document, but they were used in creating it. The evidence is being accumulated by Judy. All the documents and evidence will be placed on an accreditation website. Carol asked the committee to review content and the accreditation team will review punctuation and grammar. Any changes or comments should be sent to Judy and we will take it into consideration.

2.4 Signs Sub-Committee Update- Robert Iverson presented a document with the proposed locations for new signage. He discussed the location of signage on buildings that can be seen from all angles to make identification easier. Carol asked for the cost of the entire project. Bob stated that the total cost would be $32,600 + installation. His subcommittee consisted of Jeff Eichler, Tony Giannone, Eric Magallon and himself. Carol asked that Facilities review the proposal and make sure that they do not have any issues. Mike Harrington does not have a problem with the concept but wants to be sure that they are using the correct official names of buildings that this committee has agreed to. Mike will provide the spreadsheet with the final building designations to Bob Iverson. Carol noted that it needs to be updated with the new name for the Vocational Technology Building. The security phone number signs have not been included in this proposal. Carol Horton asked to get this project started so that it is complete by the fall semester. Carol thanked the subcommittee for finally getting this project underway.

2.5 Long Term Functions and Responsibilities- Carol Horton reported that she is chairing a committee that is charged with creating an Organizational and Governance Structure Handbook. The committee members are Greg Hinrichsen, John Vaughan, Marilyn Grinsdale, Patrick Borja, Tom Gerfen and Stefano Saltalamacchia (student rep). The handbook will include definitions of Steering and of each of the standing committees of Steering. Currently each standing committee is asked to update their Long Term Functions and Responsibilities. The Organizational and Governance Structure Handbook committee are asking that these now be changed to Purposes of each standing committee and to create them in the format provided today. With your input we have updated the Physical Resources Purpose and would like to send it on to Steering for approval. One item that we need to clarify is if the membership section is directed by Steering or is it just a list of the members. That will be corrected and then forwarded to Steering.

2.6 Other- Martha McDonald stated that we have been having a lot of problems with skate boarders on campus and asked if there was any chance in getting signs put up around campus stating the restriction. John Fincher asked what the penalty was for skating on campus. Tony Giannone stated that we have a school policy that we give to the offenders and on the second offense the Glendora Police Department is called. We also used to have the no skateboarding signs painted on the sidewalks. John Fincher suggested that we have the rules printed so that they can be passed out to skaters as they pass by. Martha feels that if we have something posted that it would be helpful. John Fincher tells his students that they are not allowed to have the skateboards in his classroom. If skaters do break the rules of conduct and they are Citrus students they do have to meet with Martha as the Dean of Students and can be subject to suspension. Carol Horton noted that it is also bike riders that are offenders of riding on campus. Carol asked that Martha and Tony make a decision on how they want to try to deal with this problem and bring it back to this committee at the next meeting. Carol Horton suggested that John Fincher bring this to the Academic Senate as a representative of this committee and explain the regulation and ask for faculty support.
Judy Rojas asked Martha McDonald if with the new fitness center fees of $150.00 per year, are the members required to pay $90.00 additional in parking fees? Martha McDonald stated that it is still in discussions with Jim Lancaster. Possibly the fee will be $10.00 or have a special fitness center permit. Carol Horton stated that she was also unaware that the program was changed from non credit to contract education. Tony stated that previously members were given a fitness center parking permit sold out of the contract education office. Carol feels that the changes have not been well advertised. Judy Rojas noted that there was a flyer at the desk of the Fitness Center but it did not detail the parking fees.

The meeting was adjourned at 3:40pm.