OLD BUSINESS

4.1 Approval of the March 4, 2010 Minutes- Minutes approved as presented.

NEW BUSINESS

4.2 Construction Update- Bob Bradshaw distributed and reviewed the Bond Program Status Report as of April 1, 2010.

Administration Building – The architect continues with the design. It should be submitted to DSA by the middle of April. Carol Horton reported that Research, President’s Office, Instruction, Human Resources and Administrative/Fiscal Services will need interim housing in the ED Building during the construction of the Administration Building. Mike Harrington and Jim Pierce have been looking into locations where student services departments will be vacating the ED Building at the completion of Student Services. Currently they are only identifying spaces and we will have meetings with the individual groups to identify their needs when the project is submitted to DSA.

Fine Arts Building – The project is in DSA but we have not received any comments yet. We anticipate construction to begin spring 2011.

Hayden Hall – Carol Horton stated that this project is a 50/50 cost sharing program with the state that has been approved. It will be funded if there is a November 2010 Bond for Higher Education on the ballot. Carol reported that the bond does not look promising at this time. The Chancellor’s Office and the California Community College League are advocating for the bond but the legislature is not doing much and it is not being discussed in committee. If there is no bond on the ballot for November 2010, our project goes back into the mix with 140 other projects that are reprioritized based on need, value and numbers for the next bond in 2012. We still have a good chance of funding because we are a 50/50 project and because of the age of the building. We just would not receive the money until 2012. We do not have the money in the bond right now to do the project ourselves based on our existing plan. The only project that is pending the completion of Hayden Hall is the Campus Center remodel because we have to move the Faculty Lounge out of the Campus Center and into Hayden Hall.

Main Gym Remodel – The contractor has assured us that they will be done by September 2010. There will be a lot of work done over spring break including adding fire sprinklers and pouring concrete.
Security Building – The contractor should be done by the end of May. Bob Iverson is working on furniture and equipment. There is a separate project for landscaping.

Student Services – Windows are being installed and interior framing is in process. Bob Iverson is chairing a logistics committee meeting for the move into the building. Techs is coordinating the necessary data and telephone moves. Bob Bradshaw feels that the building will be ready to occupy by winter intersession. Carol Horton does not want to go into this building too quickly. Purchasing is hugely impacted by all of the construction projects going on. The Student Services Building has so many different functions and departments going into it that the coordination of the move must be very detailed and methodical. TECHs also has a very detailed move with Admissions and Records because of the 24/7 registration that goes on.

Tech D and Tech E – Phase 2 is about 40% complete. Most of the floor has been poured and we are discussing furniture and equipment. This building should be occupied by this summer for use for the fall semester.

East Campus – Public Restrooms – We currently do not have public restrooms on the east side of campus. This building will be the same plan as the restroom building at the softball field including a storage room for the custodial staff and the gym. There will also be a gathering area outside for the students and staff.

Mike Harrington reported that we just completed some room alterations PS121 for the STEM Grant program.

Mike Harrington also reported that some projects that are normally scheduled for spring break have been cancelled for financial reasons including washing windows and slurry sealing the parking lots.

We will be changing a leaky valve in the hot water loop so we will not have heat from April 9th through 12th. Mike Harrington will send out an all staff memo.

There are numerous painting projects going on including striping of the parking lots.

Mike Harrington is also teaming up with Bob Bradshaw on the landscaping project for the Security Building.

4.3 My Citrus Story – Poster Locations – Sam Lee was not able to come to the meeting today. Mike Harrington spoke to Sam Lee and after the last meeting to find out the scope of the project and told him that the committee came to the conclusion that the program was very positive and inspirational. Sam Lee submitted a list of classrooms and other areas that were mostly basic skills rooms that he wanted 4 posters each installed. Mike told him that he would bring it back to this committee to determine the designated locations that the stories could be rotated through. Mike Harrington told him at this point he would put at least one poster in each basic skills classroom. Carol Horton stated that he received an email that the funding was coming from the STEM Grant marketing budget. Mike Harrington stated that the posters are framed and ready to hang and he stated that the frames are good and the method of hanging them is ok. The committee agreed that 4 Citrus Story posters could be placed in each of the basic skills classrooms and the CFI Building and other areas on campus that request them. Martha McDonald stated that she would like some in the Campus Center also.
4.4 Campus Kiosks – Carol Horton asked everyone to look at the photos that were sent in an email regarding the Kiosks. ASCC is proposing that we contract with a company to put 4 of these kiosks on campus. We would receive $50 per month for each kiosk. The company charges companies to advertise on the kiosks and we get one side for maps or posting areas. Carol Horton stated that she does not like advertisement on our campus and they are also very hard to maintain. Leo Marroquin asked what the contract term was. Carol Horton responded that the term is 5 years which is too long. Carol Horton stated that the maintenance for the kiosks is difficult. What the salesman proposes to the students sounds good, but what they do is sell the ads, get their money, and then we don’t see them again for 5 years and we are stuck maintaining them. Adrienne Thompson likes the look of the kiosks but stated that she would like to have at least 2 sides for our use. She would rather invest money in something that we could use to get messages out to our students. For example, right now we are trying to get the Security Alert out to the students and we do not have enough posting locations for them. Leigh Buchwald recommended that we use LCD tv’s in all of the public indoor areas for postings to be used somewhat like our marquees. It could be centrally controlled and posted on all of the screens on campus. Leigh stated that we could use any standard tv with a network controller that plugs into the tv. We could put the central messaging equipment in the server room and someone could update it at their desk. It requires power, network and the tv. Carol Horton asked Leo Marroquin to take that idea back to the ASCC for their opinion. Carol feels that the electronic version is the way to go. Adrienne Thompson feels that the rent that they are offering would be good for a student activity, but she wants to do what is best for the whole campus. Carol Horton understands the need for the posting areas and the need for funds but she also feels that they will cost more than $2,000 a year to maintain. Phil Hawkins also stated that the kiosks will attract graffiti and the plexiglass will not wear well in the weather. Mike Harrington also stated that they might get hit by campus vehicles. Carol Horton asked that the students take this to their ASCC meeting and let them know that this committee has some concerns about the kiosks and that we would like to meet the needs for advertisements and announcements electronically if the students are ok with that. If not, come back to this committee with some other suggestions. Carol Horton stated that if we were to do some sort of kiosk we would do it ourselves without the advertisement.

4.5 Other -
Benches and Tables - Robert Iverson reported that the sub-committee for tables and benches met and toured campus and has decided that we need to order 9 tables, 3 ADA compliant tables, 7 trash can liners and 2 ash urns which would cost about $11,100 with shipping and installation. Mike Harrington showed maps of the locations of the new tables including the Concession Building, Field House, Tech E, Soft Ball Field and the west side of ED. Locations of ash urns were measured to be at least 20’ from the entrances to buildings and trash cans are located near main entrance to buildings. Leo asked if we would like ASCC to help with the funding of this project. Carol Horton stated that the district always pays for benches, ash urns and trash cans, but maybe the students can help pay for some of the tables. John Fincher asked if the path of travel for the stadium was considered when deciding the placement of the tables. Mike Harrington responded that large activities in the stadium, concession lines and emergency vehicle access were taken into consideration.

John Fincher asked about the status of emergency lighting on campus. Carol Horton responded that we have entered into a new contract to take care of the emergency lighting on campus and it has been addressed. Jamie Richmond noted that she has a student
worker that stated that S1 has been very dark at night. Mike Harrington is aware and stated that the construction company working on the Student Services Building interrupted one of the circuits that feeds the parking lot. Until it is repaired, the student should call Security for an escort to her car. Carol Horton also asked that Security staff please report any parking lot lights that are out to Facilities.

Carol Horton noted that after the power outage last week, she had a question regarding a generator at Life Science. Jim Pierce responded that the generator for LS only runs certain lights. The only generator that runs a complete building is the Campus Center. Carol asked also about the portable lights that we have for parking lots. Jim Pierce responded that we have an emergency light tower that is run by a generator but it takes 2 people to set it up and we only have one Facilities person working in the evening. Carol asked that at the upcoming debriefing meeting that Mike Harrington is very specific on what generators we have and what they service. Leigh Buchwald is working on an inventory form of all generators, their locations and what they service to take to the debriefing meeting. Ben Macias asked if there was going to be a generator at the new Security Building. Carol Horton responded that there is a generator planned for Security and the Administration Building. We are trying to build them into the new buildings and remodel projects.

Carol Horton asked about the cardboard boxes that sit outside of the buildings on a daily basis that are not broken down. It makes the campus look terrible. Carol asked that everyone take this back to their constituent groups and Mike Harrington will have Jeff Eichler send out a memo to have the employees at the least break the boxes down and designate a place to put the boxes. They could possibly go into the designated recycle area in each building.

Carol Horton asked Security what we can do to help them enforce the bike and skateboard riding on campus. She knows that it is posted all over campus but being in charge of liability insurance she is concerned. Ben Macias stated that it is hard to enforce but we have approached it as a student discipline item by taking the skateboards away from the students. John Fincher stated that maybe we could add some rules and regulations on the class syllabus so that students can’t say that they did not know about the rule. Martha McDonald stated that it is a Board Policy that there is no bike or skateboard riding on campus. She asked that all staff help telling students that they are not allowed to ride on campus if we see them. Jim Pierce stated that many people riding on campus are not even our students. Carol Horton would like this item on the agenda for next month and Security and the students could come up with a campaign so that staff and students could assist Security in the effort. Martha McDonald noted that we had discussed signage for the campus at a past meeting but nothing came of it. Mike Harrington asked if we could site offenders for riding bikes or skateboards. Ben stated that we can site for this offense but it has never been enforced. Martha McDonald likes the citation idea and she will research it. Carol Horton stated that this is a Security issue and whatever they come up with this committee will support.

The meeting was adjourned at 10:30am.