# Facilities Committee
## Meeting Minutes

### December 11, 2009
3:00 – 4:00 p.m.
West Wing Conference Room

<table>
<thead>
<tr>
<th>Meeting called</th>
<th>Type of meeting:</th>
<th>Standing Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilitator:</td>
<td>Note taker:</td>
<td>Michelle Messer</td>
</tr>
<tr>
<td>Attendees:</td>
<td>Guests:</td>
<td></td>
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<td></td>
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<td>Chris Hylton, Steve Garcia, Michelle Messer, Lili Berni: ASB, Eric Pearson, David Schneider, Maggi Dunsmore, GH Javaheripour, Pat Luther, Paul Williams</td>
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## Minutes

### Agenda item: Project Update
**Presenter:** Steve Garcia

- Roof repairs will take place over the winter break at the Main Gymnasium, Bldg. #72 and the Learning Resource Center.
- Carpet replacement will also take place over the winter break at the Student Activities Center, the Liberal Arts building and the Counseling/Administration building.
- Parking Lot #12 (in front of Excelsior) repair will begin approximately January 12th and will be completed before the start of spring semester.

### Agenda item: Side Walk in front of Counseling/Administration Bldg. #55
**Presenter:** Steve Garcia

- During the construction of the Technology Center, the walkway that spans from the front of the Counseling/Administration building to the Technology Center was partially removed and never replaced. It has become a trip and fall hazard and requires attention.

- One suggestion is to use any left over Scheduled Maintenance money from Parking Lot #12 repair to correct this area, as there is no budget.

- The recommendation of the committee is that we need to study the usage of this walkway, get a proposal from the contractors doing the work at Parking Lot #12, and look at any related ADA issues.

### Agenda item: Refreshment area at Performing Arts Center
**Presenter:** Eric Pearson

- Eric Pearson discussed the need for a refreshment center at the PAC. He said the area is already plumbed for this use and the original blueprints refer to it as a refreshment center.

- Eric presented a drawing of what he thought would be reasonable and functional.

- Lili from ASB said this was just brought up at the last ASB meeting.

- The revenue generated from refreshment concessions could be used towards the maintenance of the area. ASB may be willing to help fund this project.

- Steve will get a proposal for the cost and send it to Eric and ASB, and then they can let us know how to proceed.

- GH would like to see a business plan for this project. Eric will work on this.
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<tr>
<th>Agenda item:</th>
<th>Potential Use of Academic Commons (AC)</th>
<th>Presenter:</th>
<th>Committee Discussion</th>
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| Discussion: | Paul Williams stated that there is a lot of wasted space in the Academic Commons (AC) and it needs to be addressed so the building is used to its potential. The building is wired for technology so should remain lab space. Some ideas that were presented included:  
  - Labs in the Liberal Arts (LA) building could possibly be moved to the AC and move the lecture classrooms out of the AC to Liberal Arts.  
    ~ Language Lab in LA to AC to free up classrooms for Math.  
  - A large amount of space in the AC is taken by CIS. Michelle to ask Mark to check the FTES for CIS students to determine their space needs.  
  - Chris recommended taking out the 3 versa-wall offices.  
  - Pat Luther stated that Nursing could use more space for skills lab.  
  - Paul Williams stated that he needs his own area (currently sharing small area with Co-op).  
Maggi Dunsmore stated that security in the AC is a problem and should be looked at. (Add doors to deferred maintenance projects).  
Committee recommended that the building be completely reconfigured to create the best space for students. Need to determine if this might be a Bond funded upgrade of facilities on main campus project or do we just do minor renovations (= short term solutions).  
Steve and Chris will work with Paul Williams to give further investigative options. |
| Agenda Item: | Next Meeting: January 8, 2010 – 3:00 p.m. – West Wing Conference Room |