Building Program Management Committee Meeting
MEETING SUMMARY
Thursday, November 4, 2010
1:00 p.m., HLRC, 4th Floor

Present: Aracely Aguiar, Karen Burzynski, Eloise Crippens (for Jeffrey Lee), Adrienne Foster, Allan Hansen, Rose Marie Joyce, Ahmed Mohsin, John Oester, Betsy Regalado, Abel Rodriguez, Olga Shewfelt, Robert Sprague, Alice Taylor, Jane Witucki

Resources: Steven Jacobson, Phillip Vogt, James Walker

Guests: Steve Aggers, Celena Alcala, Siraze Bawa, Judy Chow, Rachelly Escobar, Alexander Johnson, Fran Leonard, Olviera Limpid, Michelle Long-Coffee, Maureen O’Brien, Mister Searcy, Scott Stamler, Rebecca Tillberg, Helen Young

J. Oester called the meeting to order at 1:06 p.m. The meeting summary from October 14, 2010, meeting was approved as presented.

1. Property – 10100 Jefferson Blvd.: Dr. Joyce updated the committee on the selling of Jefferson property. She put the request to sell the property to the District. The LACCD Board of Trustees’ will discuss and consider the request in their November meeting. Decision is expected to be made in December. Money will be put back into the college bond fund.

2. Plan to identify proposed projects within $21M:

   A. Space Inventory: See item B.

   B. Next Steps: J. Walker went over the next step processes for the building program and space inventory. Stakeholders and administrators will be solicited for their input in the space inventory study. The study will also explore programs that do not have permanent homes. Turner is hoping to complete the study and presents the recommendations to the BPMC in January 2011. Following the BPMC’s feedback and decisions on the recommendations, the plan design process will begin through June 2011.

Dr. Joyce proposed that the committee holds a meeting on the last Thursday (January 27, 2011) in January, followed by College Council meeting, for an extensive discussion on the recommendations sent forward by Turner.
3. **Building Program Management Committee:**

   A. **Schedule:** No change.

4. **Review draft College View of the Bond Budget Issues:** Dr. Joyce thanked the committee members for their input on the document. The revised draft was distributed and any comments can be sent to V. Nesia by no later than Wednesday, November 10, 2010.

5. **IT Infrastructure:** J. Oester and L. Rowell spoke about the email outages and the problems faced by IT. No money was allocated in the Prop A/AA bond for improving IT infrastructure which prevented IT from doing any equipment and system upgrades that are necessary to support the existing and new buildings. Several items that contributed to the IT problem are old and brittle cable, no redundancy, no back-up battery to protect the system from sudden power outage, no email back-up system, and insufficient back-up storage space.

   Recently, a decision was made by the interim president to allocate $2.5M for IT infrastructure improvement projects. The college had consulted with Metronome, a company assigned by District for West, about the IT current and future needs. Metronome’s preliminary report estimated the cost at $6-7M. With only $2.5M is currently available, prioritization on projects will need to be made; and the remaining projects will be done as money becomes available.

   Committee members urged that the college quickly takes the necessary actions to ensure the proper functioning of IT. Responding to O. Shewfelt’s request for a clarification, Dr. Joyce assured that the $2.5M is not part of the $21M remaining balance.

   Explanation on the IT issue would be posted on WestWeek for the campus community. [Information is now posted at http://www.wlac.edu/events/westweek/flyers/10-email.pdf]

The meeting was adjourned at 2:45 p.m.

Next meeting: **Thursday, December 2, 2010, at 1:00 PM in HLRC, 4th Floor**