Building Program Management Committee Meeting
MEETING SUMMARY
Thursday, February 3, 2011
1:00 p.m., HLRC, 4th Floor

Present: Aracely Aguiar, Karen Burzynski, Allan Hansen, Sheila Jeter-Williams, Rose Marie Joyce, Jeffrey Lee, Ahmed Mohsin, John Oester, Betsy Regalado, Abel Rodriguez, Olga Shewfelt, Robert Sprague, Alice Taylor, Jane Witucki

Resources: Steven Jacobson, Peter Mitsakos, Phil Vogt, James Walker

Guests: Celena Alcala, Judy Chow, Kevin Considine, Judith-Ann Friedman, Michelle Long-Coffee, Maureen O’Brien, Rebecca Tillberg

1. Welcome: J. Witucki called the meeting to order at 1:05 PM.

2. Space Planning Report Update: J. Walker distributed the Phase I Projects [proposal] Alternate B (plan B) (February 3, 2011). The following changes were incorporated in this plan:

   A. Physical Education (plan key 14, $2.2M) – New Locker Rooms replaces the Practice Court (plan key 4, $3.4M) in Alternate A (plan A). Proposed change saves $1.2M.

   B. Grant Programs (plan key 8), originally in phase II, is proposed to go into the renovated North CE Building. Inclusion of grant programs in phase I will allow early removal of D Village and result in some cost savings. Savings on D Village rental depends on removal date. Renovation of North CE Building is budgeted at $250K.

   C. Training Room (Digital Library) (plan key 12), originally in phase II, has been added to phase I, plan B. The plan does not include a new replacement elevator for the building. Budget is $250K.

   D. “B” Building Renovation (plan key 13) – renovations required for accessibility has been added to plan B. Budget is $1.2M.

3. Follow up on Phase I Recommendations:

   Dr. Joyce recommended that consideration also be made for the Grant Programs to go to the renovated B Buildings-B4 and B5 areas. This will allow more classroom usage in the CE Building North.

   P. Mitsakos explained that the goal of the proposed space planning is to find permanent homes for the “orphan” programs. The proposal was created based on the West’s Campus Master Plan. The Master Plan envisions that upon completion of all construction projects, West will have adequate classrooms to serve the projected enrollment up to year 2022.
The committee would like to review the room analysis and do further discussion on the recommendations.

**Turner staff were requested to provide the following items and to send them to BPMC members a few days before the next meeting:**

- A comprehensive analysis of classrooms, offices, and conference rooms.
- A narrative to explain the process they use to come up with the recommendations in the space planning document.
- Visual aid for the space planning recommendations.

The committee discussed whether there is a need for more frequent meeting than the regular monthly schedule. A biweekly meeting schedule will allow decisions to be made efficiently, and the committee members can be kept informed of the progress.

**Motion:** To start the bid process of FF&E for the Bookstore [plan key 1b] since [the committee] just learned that it is an important issue to move on (O. Shewfelt/A. Mohsin). PASSED. (Yes-11, No-0, Abstain-1)

**Motion:** To move forward with item 9-Maintenance and Operations (A. Hansen/K. Burzynski). PASSED. (Yes-12, No-0, Abstain-0)

On the bond issue and the media coverage of bond issue, it was agreed to invite L. Eisenberg, L. Silberstein and C. King to the next meeting on February 17. Dr. Joyce will consult with Legal Counsel on the press legality issue.

4. **College Boulevard:** On February 1, the LA County granted the College the permit to open the road pending SCE’s sign-off. Adequate signage will be placed at the entrance. Dr. Joyce thanked Phil Vogt for working with the County and SCE to get the road open in time for the spring semester.

The meeting was adjourned at 2:55 p.m. Next meeting: Thursday, February 17, 2011, at 3:00 PM.