Facilities Committee
MINUTES
Monday, April 15, 2013
Student Services Building, Room 414 | 3:15 PM

Present:
1. Ken Takeda, VP, Admin. Services, Co-chair
2. Kevin Considine, Faculty Co-chair, AFT rep
3. Nabil Abu-Ghazaleh, President
4. Aracely Aguilar, Dean, Academic Affairs/Teamsters rep
5. Phyllis Braxton, VP, Student Services (Interim)
6. Karen Burzynski (alternate), AFT Staff Guild
7. Adrienne Foster, President, Academic Senate
8. Sheila Jeter-Williams, AFT Staff Guild
9. Jeffrey Lee, Academic Senate rep
10. Olga Shewfelt, Chair, AFT Faculty Guild
11. Robert Sprague, VP, Academic Affairs
12. Jane Witucki, Academic Senate rep

Absent:
1. Gabriel Brown, President, ASO
2. Allan Hansen, Manager, Plant Facilities
3. Abel Rodriguez, SEIU rep/Plant Facilities
4. Jack Ruebensaal, AFT Faculty Guild/ WEC Chair

Guests:
1. Anna Chiang, Chair, Computer Science
2. Fran Leonard, Chair, Language Arts & College Council
3. Barry Sloan, Assoc. Dean, Academic Affairs

Kevin Considine called the meeting to order at 3:27 PM.

1. Review/approve minutes of March 18, 2013 Meeting
M/S/P: The minutes were approved as presented.

2. Further consideration of Campus Space Study (P. Mitsakos, D. Newby)
Juan Pagan gave an overview of the Space Needs Assessment: Administrative Services & Student Services Growth Projection (4/15/13). Items of growth factored in the analysis are student contact hours, student headcount, and overall campus square footage. Technology is also considered. Data analysis indicates that Student Services programs are not growing faster than the student headcount and currently their needs are either being met or in surplus.

Olga Shewfelt requested a clarification on the specific planning guidelines being used for gathering and analyzing the data.

Doug Newby went over the Build Out Program Summary (Draft, 4/15/13) showing bar charts of program needs for years 2016, 2026, 2036; program needs met; and existing assets in excess of needs. Spaces that are not meeting a need are not reflected on the chart, and inactive spaces will be accounted as either converted to one that is needed or remain as is. At the next meeting, options on how to meet the needs will be presented.
Olga requested that the reports be distributed to division chairs, so they can see the status of their divisions.

In response to questions from the last meeting on the content of the TLC Building and the possibility of converting classrooms into computer labs, Peter Mitsakos presented the Technology Learning Center (TLC) Program Review (4/15/13). Proposed changes to the programming of TLC are done in such a way as to avoid any need for new DSA approval.

Aracely Aguiar pointed out that at one point the Computer Science division chair signed off a plan that has a minimum of five computer labs in one of the floors of TLC. Peter reviewed a diagram showing that classrooms were programmed on level 1-4 in the original design. He showed an illustration on how repurposing two fifty-station classrooms into one fifty-station computer lab will look like. Anna Chiang, chair of Computer Science Division, confirmed to Olga that they prefer a plan that repurposes classrooms into computer labs. Aracely said that it needs to be discussed first with other divisions that will also utilize the computer labs. Peter mentioned the caveats of converting the classrooms into computer labs.

3. Bond Program Budget (S. Sharr)
Steve Sharr went over the WLAC Constr Program Budget/Schedule Worksheet (4/12/13, Draft). Needed corrections to the budget figures were noted, and revisions will be made. He pointed out that after accounting for District contingency and insurance, the college is left with a construction budget of about $401M. Total cost of remaining projects as planned in 2011 is $75M, which leaves the college with a $22M shortfall. There was a discussion on the money already spent on TLC.

4. Adjourn: Members agreed to schedule a special meeting in two weeks. The proposed date will be sent via email. The meeting was adjourned at 5:53 PM.

Next meetings: April 29, 2013, at 3:15 PM, Student Services Building, Room 414