

**FACILITIES PLANNING SUBCOMMITTEE MEETING
MINUTES
THURSDAY, JULY 21, 2005, AT 2PM
JACOBS PACIFICA CONFERENCE ROOM**

PRESENT:	David Beaulieu Selina Chi Lisa Deutsch Lurelean Gaines Richard Guy Gonzalo Mendoza	Alexis Navarro Richard Moyer Leonor Perez Katherine Pfeiffer Larry Powell Chris Turk
ABSENT:	Renee Martinez Olita Tulifua	
GUESTS:	Kathleen Burke-Kelly Gary Johnston Lynn Pilcher	Aria Razfar Ramon Miramontes

Call to Order

The meeting was called to order by R. Guy at 2:10PM.

R. Guy announced that R. Isomoto was at LATTC attending the Facilities Directors meeting.

M/S/P: L. Gaines, R. Moyer to move the agenda to Item 2, as there was no quorum.

1. Form Liner design concept for Lot 3 – L. Pilcher, G. Johnston (Agenda Item 2)

Contractor submitted his form liner for review to be used in the design. A month ago a meeting with the architect took place and discussed how we should make sure that our designs are in sync. My recommendation is to bring the design architect on board Parking Lot 3 is still in DSA. It will bid in October, 2005. No submittal until January/February 2006. L. Pilcher showed an architectural design of the parking lot. D. Beaulieu said that faculty's concern is that campus guidelines are adhered to. Faculty input or input from this committee is crucial. A. Navarro said the sooner we get the design architect the better things will stand and the architect should meet with this committee. L. Pilcher agreed to this.

2. Review of 07/07/05 Minutes (Agenda Item 1)

Quorum was reached, however, D. Beaulieu and A. Navarro requested additional time to review minutes.

M/S/P: R. Moyer, L. Gaines minutes were tabled until the next meeting; D. Beaulieu and A. Navarro to forward changes/corrections, if any, to R. Buford.

3. Status of Humanities/Language Arts building, siting and funding – A. Navarro

The committee members expressed concern that a meeting had taken place the previous day with the architect and no administrator in Academic Affairs was informed about it.

C. Turk disclosed communication problems encountered between Jacobs Pacifica and user groups. T. da Silva at the last meeting brought the same information/update that was presented by the previous representative, it was not updated, nor did she know which items had been discussed with the groups. Ground breaking is scheduled for December 2006, a date that does not appear feasible in light of the ongoing communication problems.

D. Beaulieu said the President was unhappy with Arquitectonica with regard to the centralized air conditioning as opposed to individualized and also with the cathedral ceilings.

A. Navarro said that this committee has not received any update with regard to Performing and Fine Arts complex.

A. Navarro said that user departments have some say as to the interior design and guidelines of the interior whereas this committee has some say as to exterior façade of the building.

G. Johnston clarified that the architect company has a set number of meetings scheduled with the user groups, and in this case they have exceeded that number. However, he will check with the project manager to see if she has some more meetings scheduled

L. Powell felt that there was some suspicious among administration that faculty are a nuisance.

L. Gaines stressed the importance of establishing a protocol on how information is to be disseminated. G. Johnston said that in the past they had a single point of contact. R. Moyer suggested that all projects assign a VP and Dean representative to be informed of updates. K. Burke-Kelly suggested that R. Buford be the point of contact for Jacobs Pacifica since she would know which deans and chairs to contact.

The following communication protocol is to be followed:

Architects inform Jacobs/Pacifica, Jacobs/Pacifica informs L. Perez, with a copy to R. Buford, L. Perez informs Deans, Deans inform chairs and finally chairs inform faculty/user groups.

L. Perez announced that her office is hiring 2 senior research analyst to support other research and planning functions so that she may focus on facilities.

L. Powell said membership of FPSC needs to be established/clarified.

L. Deutsch said she is replacing Wendy Bass as WEC representative at this meeting. O. Tulifua, AFT Staff guild representative is away for the summer. L. Gaines will try to contact her to have her appoint a representative during her absence.

L. Perez and K. Pfeiffer sought to clarify the purview of FPSC with regard to facilities on campus. L. Perez said that it is her responsibility to coordinate meetings with relevant groups so that the issue of lack of communication does not arise, as it has during her 6 months' absence from the committee. To which D. Beaulieu responded that a 'Ph.D.' (referring to L. Perez) should not be coordinating meetings, rather this should be the responsibility of a senior support staff.

L. Perez suggested that the issue of membership be an agenda item for next meeting, in order to give her sufficient time to research the original structure of the committee members.

L. Powell wanted to know what happens to space vacated in buildings from the time it is vacated until it is torn down. R. Guy said the matter should be brought up at EPBAC.

4. Update on E1 Fly through presentation

L. Pilcher said the fly through presentation will take place on August 17, 2005. However, D. Beaulieu suggested that it take place on Opening Day to allow more faculty to see it. Co-chair A. Navarro was in agreement, especially since he is going to give a presentation on facilities which would tie in with the presentation, He also suggested that the architect selected to work on the façade of the building be invited to the presentation.

5. New Business/Items from the Floor

D. Beaulieu wanted to know who issues or determines major alterations of the plan for Math Science complex(?). He felt that major alterations need to be approved by the committee – it is not satisfactory for user groups to sign off and then for it to be deemed final. There was debate on the purview of the FPSC with regard to this matter.

6. Adjournment

M/S/P L. Gaines, D. Beaulieu. The meeting adjourned at 3:34PM.

**NEXT MEETING: THURSDAY, AUGUST 4, 2005, 2PM
JACOBS PACIFICA CONFERENCE ROOM**

