

FACILITIES ADVISORY COMMITTEE

MEETING NOTES

SEPTEMBER 11 2017, 10:00 – 12:00

- PRESENT:** Andi Fejeran Sims, Director, Student Life
Ashley Gallegos, Construction Projects Specialist, Facilities Planning & Management (Notes)
Brian Moon, Student Representative, Student Life
Eric Kaljumagi, Professor, Learning Assistance
Gary Nellesen, Director, Facilities Planning & Management
Grace Hanson, Dean, Disabled Student Programs & Services and Student Health
Joumana McGowan, Associate Vice President, Instructional Services
Marc Ruh, Professor/Assistant Athletic Director, Kinesiology, Athletics, and Dance Division
Mika Klein, Sr. Facilities Planner, Facilities Planning & Management
- ABSENT:** Bill Eastham, Director, Technical Services
Cesar Castaneda, Lead Irrigation Specialist
Executive Assistant to the President/CEO and Board of Trustees (TBD)
Katherine MacDonald, Administrative Specialist II, Counseling Department
- GUESTS:** Becky Mitchell, Manager, Facilities Support Services (Mt SAC)
Kevin Owen, Assistant Director, Technical Services (Mt.SAC)
Alysen Weiland, PSOMAS, Project Manager
Darlene Danehy, PSOMAS, Project Engineer

SUMMARY OF DISCUSSION:

1. REVIEW OF PREVIOUS MEETING NOTES / MEETING HANDOUTS

- A. Gary reviewed the notes from the August 14th meeting with the group.
- B. The following handouts were reviewed:
- Committee Goals and Progress Report 2017-18
 - Educational and Facilities Master Plan Facilities Recommendation Project List
 - Project Scoping Guidelines Matrix

2. COMMITTEE GOALS

- A. Gary reviewed and revised the 2017-18 committee goals with the group.
- Caitlin Rodriguez will update the final changes and submit.

3. EFMP UPDATE

- A. The Educational and Facilities Master Plan Facilities Recommendations Project List was reviewed in detail.
- B. The group reviewed parking logistics for Lot D.in regards to:
- Visitors
 - Disabled parking
 - Drop off locations
- C. Logistics for Parking Structure B were reviewed and the group discussed the following:
- It was discussed if the parking structure will be large enough to accommodate additional event parking for the future Student Center Building.
 - The group discussed the importance of having the Student Center located in the center of campus but also addressing the need for accessible event parking. No final decisions were determined at this time.

- D. Major renovations: Gary would like the group to monitor and review the upcoming design work prior to being presented as room diagrams for the upcoming classroom utilization project. The group needs to review the proposed options to ensure what is being presented will take into consideration campus adjacencies.
- CMPCT will continue to have additional discussions, but the group determined at this time there is no need for a separate humanities building. The group agreed it is acceptable to recommend the location of humanities classrooms throughout campus

4. PARKING + CIRCULATION MASTER PLAN UPDATE

- A. Becky Mitchell FP+M, joined Alysén Weiland and Darlene Denehy from PSOMAS to provide the group with updates and discussion items for the upcoming Parking + Circulation Master Plan.:
- It was noted that for the fall semester there has been a major expansion in the amount of classes that are originally offered on Friday's. Early indicators are showing that the current estimated rate of student growth may be higher than was originally anticipated.
 - The College is looking into the options/logistics for providing offsite parking and shuttles.
 - Gary noted the group will review the table of contents (TOC) for the PCMP at the next scheduled meeting to determine if anything has been overlooked or is missing.
- B. Parking Structure Lot B Options: The group reviewed various options and logistics for pedestrian and vehicular access and traffic circulation should a structure be located in Lot B, items that need to be considered include:
- Accessibility
 - Pedestrian/vehicular circulation
 - Ingress/egress
 - Esthetics/landscaping options
 - Emergency evacuation
- C. PSOMAS is to evaluate and provide detailed options/scenarios for the group to review and make final recommendations.
- D. Parking Structure Lots R & S: The consultant contracts to design the Parking Structures R & S will be presented at the November, 2017 Board meeting.

5. PROJECT SCOPING MATRIX

- A. Gary reviewed the Project Scoping Guidelines. This "draft" list is still in the process of being updated but currently includes:
- Technology & Health
 - Library
 - Science
 - Student Services
 - School of Continuing Education
- B. Meetings will be scheduled with the department chairs, deans, and directors. Topics reviewed will include:
- The project title
 - Project terms & conditions
 - Space planning
 - Cost estimate
 - Total cost of ownership
 - Sustainability
 - Site plan
 - Floor plans
 - Utility plans
 - Equipment lists
 - Project schedule

Future Meetings

Monday, October 9, 2017, 10:00 a.m. - 12:00 p.m.

Monday, November 13, 2017, 10:00 a.m. - 12:00 p.m.

Monday, December 11, 2017, 10:00 a.m. - 12:00 p.m.