

MEETING NOTES

NOVEMBER 13 2017, 10:00 – 12:00

- PRESENT:** Andi Fejeran Sims, Director, Student Life
Ashley Gallegos, Construction Projects Specialist, Facilities Planning & Management (Notes)
Eric Kaljumagi, Professor, Learning Assistance
Gary Nellesen, Director, Facilities Planning & Management
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
Brian Moon, Student Representative, Student Life
Cesar Castaneda, Lead Irrigation Specialist
Grace Hanson, Dean, Disabled Student Programs & Services and Student Health
Executive Assistant to the President/CEO and Board of Trustees (TBD)
Katherine MacDonald, Administrative Specialist II, Counseling Department
- GUESTS:** Kevin Owen, Assistant Director, Technical Services
Patty Leon-Encalade, Manager, Construction Projects

SUMMARY OF DISCUSSION:

1. MEASURE RR FINANCIAL UPDATE

- A. Gary reviewed with the group the October Citizen's Oversight Committee handout in detail. The following items were noted:
- Future scoping sessions will be scheduled for the Student Center project. These sessions will provide a more accurate scope which will help determine a more comprehensive project budget.
 - Timelines for these project scoping sessions will be decided after the completion of the EFMP and prior to the upcoming future Bond. These projects are to include:
 - Science
 - Makerspace
 - Assembly/Auditorium
 - Library, Learning, and Resources
 - Technical Education
 - School of Continuing Education
 - Business and Computer Technology Building: The project is 90% complete, budget is tracking well. The project is on schedule to begin occupancy in December, 2017.
 - Athletics Complex East: The budget has not yet been updated in this report to reflect the contract revision approved by the Board in July, 2017. Future funding sources will increase the project budget by an estimated 7 million.
 - To date all contracts have been awarded, no portion of scope was deferred.
 - The group made the recommendation to select the larger scoreboard (NCAA) with the understanding that it would increase the budget.

2. MAJOR CONSTRUCTION UPDATES

- A. Parking Lot R: The project is anticipating design approval and bid to be awarded by June, 2018. Estimating construction to begin in the spring of 2019.

3. BLDG. 26A CLASSROOM PILOT PROJECT

- A. Mika provided the project overview. Currently the College would like, at a minimum, to improve our current percentages as they relate to the standards set by the California Community Colleges Chancellor's Office (CCCCO) requirements for classroom utility. Rightsizing classrooms with efficient utility will provide the College the ability to receive additional funding for State Capital Outlay projects. The overall goal is to use our existing space as efficiently as possible. Providing classes on Friday's may need to be considered as a future option.
- B. Construction Project Manager, Patty Leon-Enclade reviewed the project phasing with the group.
- The College has decided to convert existing classrooms (Bldg. 26A) and right size them with new classroom standard FF+E. Additionally; this pilot project will establish campus standards for planning and programming future projects. User groups meetings and tours will provide the campus with the opportunity to provide input on FF+E.
 - Additionally the 21 (Bldg. B,C,I,J) modulars buildings will be outfitted with new mock-up FF+E. Instruction will allow classes to be booked in these modulars to test the furniture. Tours will be scheduled for these classrooms in spring 2018.
 - The group will participate in mock-up demonstrations and provide feedback, also well as encourage participation from all divisions across campus.
- C. Mika reviewed the calculation white space report of existing classroom utility. This report provides a detailed summary of how many days/hours specific classrooms are being reserved. This report will be provided in the individual user group meetings, as it provides a breakdown of assignable sq. footage per student relating to classroom teaching hours.
- D. Gary reviewed the capacity load ratios worksheet 2007-2018 with the group.
- The cap load ratios are trending in the correct direction. The classroom pilot project should assist the College with this downward trend.

Future Meetings

Monday, January 8, 2018, 10:00 a.m. - 12:00 p.m.

Monday, February 12, 2018, 10:00 a.m. - 12:00 p.m.

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