



MIRAMAR COLLEGE
FACILITIES COMMITTEE

May 3, 2012
 1:00 p.m., A201a

Present: Allen Andersen, Brett Bell, Lonny Bosselman, Jerry Buckley, Gail Conrad, Tom Davenport, Vuong Nguyen for Fred Garces, Laura Gonzalez, Dan Gutowski, Roy Kinley for Dane Lindsay, Dan Willkie

Guests: Jim Bray

Absent: Jeff Higginbotham, Beheshta Najeed (Student Rep)

- I. Approval of the Agenda, B. Bell added to announcement: Food Service Hours for Summer
- II. Approval of April 12, 2012 Meeting Minutes, MSC G. Conrad, T. Davenport
- III. Old Business

#	Item	Strategic Goal	Initiator
1)	Parking Task Force Update Two items to be discussed in new business.	3	B. Bell
2)	I-Building In process of putting together proposal for facilities update.	3	B. Bell
3)	Facilities Master Plan Update Not to be presented today, working to complete in June.	3	B. Bell
4)	Miramar Marquee Still working on resolution.	3	L. Bosselman

IV. New Business

#	Item	Strategic Goal	Initiator
1)	Upgrade of Central Utility Plant – Summer Operations Yesterday VP J. Buckley sent out matrix of operations that will be occurring, B. Bell to make one addition C-400 library – have idea of how to plan for heating. B. Bell mentioned D. Willkie has classes in C-100 and that Dean L. Ornelas indicated classes should have air conditioning. D. Willkie said he has fans, classes are mostly at night and will be fine. B. Bell suggested he confirm this with L. Ornelas. B. Bell will forward information to J. Bray. Working to shut down half of S-5 building.		
2)	Additional Functionality for Student Services Center and Welcome Center Should be listed under “Old Business.” B. Bell wanted to be sure everyone clear, the request was made to have duplicate services, and was approved with the knowledge that infrastructure will not be impacted as		

San Diego Miramar College 2007-2013 Strategic Goals

Goal 1: Focus college efforts on student learning and student success through quality education that is responsive to change.

Goal 2: Deliver instruction and services in formats and at sites that best meet student needs.

Goal 3: Enhance the college experience for students and the community by providing campus facilities, programs and student-centered co-curricular activities that celebrate diversity and sustainable practices.

Goal 4: Initiate and strengthen beneficial partnerships with business and industry, other educational institutions, and the community.

Goal 5: Refine the college’s integrated planning process.

well as FF&E budget. Power and cabling will already be set, G. Conrad confirmed, Welcome Center classroom and Counseling Assessment Center locations will be used interchangeably.

3) Miramar College Building Lettering Convention

B. Bell handed out lettering convention. New Administration building will be N, old Admin will remain A. L. Bosselman asked if any chance of starting over with lettering, B. Bell said perhaps. Police Substation no change to T-100, LLRC is L-1, Arts & Humanities is H. L. Gonzales asked about parking structure lettering, B. Bell stated that parking structure will be lettered for the lot it is built on regardless of sequence built. Second parking structure to be built will be G-4, which is not on an existing lot, therefore it will be lettered G-4. College Service Center lettered U2, and Maintenance Facilities Yards still planned as U3 and U4. Heavy Duty Advanced Transportation will have 4 building. 3 new C2, C3, C4 which is why C4 was not used for the new library. Motion to accept lettering convention. MSC L. Gonzales, J. Buckley.

L. Gonzales asked about the 3rd notation on the handout regarding C200 bungalow, J. Bray confirmed, coincides with Heavy Duty plans.

4) A-100 Remodel Schematic Design

J. Bray showed slides of existing Administration Building to be converted for use by Continuing Ed. Bungalows will be removed. Went through programming similar to those others have gone through. There will be classrooms, assessment center, computer labs, reception, parent teaching labs, two entrances, on the side facing Aviation. End of building where patio currently located will be parent teaching labs. J. Bray reviewed exterior rendering showing solar tubes to bring in light, as well as additional windows. Will finalize during design process following DSA standards so as to not have to do seismic retro. Entrance will be designed to stand out. Looking at potential roof designs. J. Bray showed interior view of corridor, with glass panes in classroom walls to bring in light. B. Bell asked if any are smart classrooms and how to control lighting. J. Bray will look into, stated it's possible windows will have shades. Looking to present schematic package to District, then move into design and development. T. Davenport asked if Miramar function or Continuing Ed – B. Bell stated they will have separate support for computer systems however we take primacy in looking over to be sure it fits into our facilities. E-100 being remodeled with restrooms, showers and a mat room to replace what will be lost in the A-100 remodel. E. Vega inquired about patio area for recruits, J. Bray mentioned the LLRC and Cafeteria Bookstore and that there are other campus areas. Approve the schematic design of A-100 remodel MSC D. Gutowski, A. Andersen.

5) HDAT Laydown Parking Lot #2

Need place to locate Diesel furniture, various locations have been considered. Looking for location that does not block drive, prevent vandalism, and with path available to keep vehicles on campus since they are not road certified. H Building – row of student parking close to LLRC, fire access road to take vehicles where needed. Minimize any issues if put out will take part of section, vandalism, height of PV's. B. Bell stated it won't impact summer but will be used through January 2013 therefore it will impact fall. Current parking becomes transit station. Next item will take parking spots, full impact to fall. Motion to secure for Diesel equipment, MSC J. Buckley, L. Gonzales

6) Cafeteria Bookstore Laydown Parking Lot #1

San Diego Miramar College 2007-2013 Strategic Goals

Goal 1: Focus college efforts on student learning and student success through quality education that is responsive to change.

Goal 2: Deliver instruction and services in formats and at sites that best meet student needs.

Goal 3: Enhance the college experience for students and the community by providing campus facilities, programs and student-centered co-curricular activities that celebrate diversity and sustainable practices.

Goal 4: Initiate and strengthen beneficial partnerships with business and industry, other educational institutions, and the community.

Goal 5: Refine the college's integrated planning process.

Need to expand parking for laydown, current laydown plans will take section of lot 1 and will not block roadway, doesn't affect Staff or ADA parking, will do what they can early in AM, will use flag man other times. Area north of Cafeteria Bookstore and will take approximately 80 spots in lot 1 and 20 in lot 2 for a total of 100 spaces. B. Bell stated we have never had full capacity at parking structure 3, therefore it has the capacity to absorb parking taken from Lot 1 and 2. Question asked if other locations have been considered, B. Bell said he and J. Bray have reviewed with contractors, these spaces work best, it has to be done and will occur as soon as approved. Motion to take approximately 70 spaces for construction laydown. MSC D. Gutowski, A. Andersen

7) Facilities Mapping to Strategic Goals

B. Bell provided a handout and pointed out to the committee that the goals are listed on the bottom of the minutes and all agenda items are numbered accordingly. B. Bell linked everything the committee has done to the strategic goals. He went back 3 years on all action items which were voted on. All items the committee has voted on fall under goal 3, and strategy 3.6 best fits what committee has done. From August 13, 2009, to present everything voted on is listed on the handout. B. Bell asked committee to review handout and give any comments. If there any concerns only, please give to B. Bell by close of business tomorrow. If he has not heard any concerns he will take this as the committee agrees this is the activity B. Bell expressed this will be a rotating document taking items off and adding as needed. A step is being added to Program Review to include Instruction, Administrative Services and Student Services. A list of facilities needs for each division to be made and lists will be prioritized onto a common list meeting strategic goals. As funds come available those that are planned will be funded. Funding may consist of grants, discretionary money and other small pots of funds. If you want something done it needs to be on your program review and ranked. Same process as BRDS. D. Gutowski mentioned it will be for next year. B. Bell asked J. Buckley if he had any suggestions – three program review process that need to be modified and in alignment with the three, beyond looking at individual project he suggested it be looked at from afar as a project to be approved as a project not just a piece of it. D. Gutowski asked about planning calendar, he will work to create one.

V. Announcements

#	Item	Strategic Goal	Initiator
---	------	----------------	-----------

1) B. Bell announced that from May 19th – June 30th campus will be a ghost town, Food Services will shut down or offer limited services.

VI. Next Meeting

June 7, 1:00pm, A201a

VII. Adjourn

San Diego Miramar College 2007-2013 Strategic Goals

Goal 1: Focus college efforts on student learning and student success through quality education that is responsive to change.

Goal 2: Deliver instruction and services in formats and at sites that best meet student needs.

Goal 3: Enhance the college experience for students and the community by providing campus facilities, programs and student-centered co-curricular activities that celebrate diversity and sustainable practices.

Goal 4: Initiate and strengthen beneficial partnerships with business and industry, other educational institutions, and the community.

Goal 5: Refine the college's integrated planning process.