



MIRAMAR COLLEGE
FACILITIES COMMITTEE

February 6, 2014

1:00 p.m., A201a

Present:

Allen Andersen, George Beitey for Gerald Ramsey, Brett Bell, Lonny Bosselman, Carmen Coniglio, Tom Davenport, Fred Garces, Jeff Higginbotham, Rod Porter, Dan Willkie

Guests:

Lezlie Allen, Vuong Nguyen

Absent:

Laura Gonzalez, Dan Gutowski, Judy Huynh (Student Rep), Dane Lindsay

- I. Approval of the Agenda
- II. Approval of November 7th minutes, L. Bosselman, second D. Willkie MSC, one abstention

III. Old Business

<u>#</u>	<u>Item</u>	<u>Strategic Goal</u>	<u>Initiator</u>
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| 1) | <p>Parking Task Force Update</p> <p>B. Bell walked parking lots and parking structure in the day and evening on Wednesday, the 1st day of class, capacity was reached in Lot 1 and 2 for students, and 90 – 95% capacity in structure 3, this left about 5% available on campus parking for students, did not reach capacity for faculty and staff. Based on this, the allocation for Spring is accurate. One Faculty member asked to add faculty and staff spaces in lot 2 east, but there are more than enough unused spots in lot 1, so this request will not be considered. Will re-evaluate parking in May for Fall semester as one of the committee goals.</p> | 3 | B. Bell |
| 2) | <p>Committee Goals and Accomplishments</p> <p>B. Bell is tracking 5 goals for the committee:</p> <ul style="list-style-type: none"> 1) Parking – Re-evaluate in May 2) District Construction Standards - Dan W. will bring back info as needed/required 3) Review Outstanding Punch List Items – Current process in place for HDAT those items are being reviewed at Review of Services. B. Bell asked if there are any other items that need to be followed up on in addition to F1? Progress is being made on Aviation, as an update two major items resolved: Converting one of two HAZ Mat rooms to general storage and Canopies outside have a design proposal that has been approved and is going out to bid to have manufactured, other miscellaneous shop floor items have been addressed. 4) Signage and Way Finding – High priority for spring, will add to next agenda, B. Bell will bring back what current plan is to discuss in more detail to have recommendation ready for contractors once they are ready to start working on that project. Plan is that Way Finding will not occur in Prop S & N until end of construction which is perhaps another 2 years until finalized. Now is a good time for committee to start talking about. | 3 | B. Bell |

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.

5) Identify Schedule of Campus Needs for Local and State Wide Scheduled Maintenance – Committee to rank, District has not provided timeline requested by B. Bell, this is needed so we can work backwards from those dates to discuss our analysis of what Miramar wants to have on those lists, still on B. Bell’s list to get from the District.

- 3) Proposed Cell Tower 3 B. Bell
 B. Bell was to contact if any hazards of having a cell phone on campus, he has not received a response from the District yet. This item will remain on agenda until information is received. B. Bell stated he believes AT&T proposing adding cell site on campus, he encourages the campus to allow the towers to be placed on campus allowing the campus funding for budget flexibility to buy unplanned items or cover emergency expenditures. L. Bosselman asked if the tower is planned to be on TES or on the side of the new K building. B. Bell stated the plan is to be on TES and that fins have been added partly because they are very similar looking to the cell tower repeaters. L. Bosselman asked about the design selections, B. Bell stated the solid design was selected as one of three options, it was approved and then the fins were added to the design.
- 4) Student Resources and Welcome Center 3 B. Bell
 Lobby Security resolution went to CEC, it was approved and has gone forward to Facilities Management for approval. Item will be removed from the Agenda.
- 5) K-Building Evacuation Chair Location 3 B. Bell
 Committee previously discussed changing the location for the evacuation chairs from the landings in the stairwells to a location outside in the lobby, it was discussed by the committee and forwarded to CEC to keep evacuation chairs in the landings of the stairwells, recommendation was supported by CEC. The evacuation chairs and AED’s will be installed and should be done within the next month. In response to questions on AED standards, B. Bell stated all new buildings, as a standard, have at least 1 AED.

IV. New Business

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- 1) Emergency Generator Prioritization 3 B. Bell
 This Committee prioritized the list; it went to CEC and was approved, and forwarded to Facilities Management. Prioritized: (1) New Administration Building; (2) Central Utility Plant; (3) Parking Structure and Student Services. Additional resources would go to next on list.
- 2) Increase Reprographics Loading Zone from 2 Spaces to 3 Spaces 3 A. Andersen/B. Bell
 Discussion when initially brought up to committee was to evaluate parking during spring semester to see if necessary to add additional loading zone space. B. Bell has been watching and noticed there is more than enough parking in the area; he does not see a need yet for an additional space. L. Bosselman mentioned paint is fading in those spots already designated.
- 3) Evaluate Cart Parking Behind K-1 (in loading dock area) 3 B. Bell
 B. Bell asked C. Coniglio if the cart parking is still a concern, she said carts sometimes block the stairwell behind Student Services and this is a safety issue.

V. Announcements

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D. Willkie expressed his concern with District people speeding through the back road, B. Bell mentioned he has also seen faculty speeding through the area. B. Bell will look at posted signage and notify Campus Police. Last project on campus is “Infrastructure 2” in which the roadway will be changed to include a sidewalk and parking structure, speed bumps will be installed.

D. Willkie also stated there is a need for temporary signage for C-105 and C-103; students have a difficult time finding the building. B. Bell will add Temporary Signage at the intersection of C-100 S-500 and K-100 to direct people to the C-100 building.

C. Coniglio inquired about the process for punch list items because there is conflicting information on the process. B. Bell requested she provide him with a list of the punch list items (construction items: paint, carpet, etc.) include general description and location. He will talk with Jim Bray at his weekly meeting and will bring Joel Hermosillo in to discuss the process.

Vuong – Dust continues to come into the lab even after filters were put up; it is a fine dust/soil coming into labs adjacent to the construction area. He put in a work order and facilities removed the dust and asked the contractor to come in and clean duct. They are doing a good job but the dust issue is still present. B. Bell will add to his Monday meeting list. D. Willkie mentioned water trucks are usually at construction sites but they are not there often enough, they were not at the HDAT building often enough either during construction – B. Bell to look into.

VI. Next Meeting

March 6, 2014, 1:00pm, A201a

VII. Adjourn

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