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PROJECT: **Gavilan Joint CCD**

DATE: November 15, 2005

MEETING: Board Facilities Committee

PLACE: Chemistry 102

PROJECT NO: 3165

TIME: 4:00 PM

PREPARED BY: Casey Michaelis, Kitchell

File: Gavilan Board Facilities
Meeting Notes 11.15.05

General Notes:

Committee Members Present: Tom Breen, Mark Dover, Debra Smith

Committee Resources: Steve Kinsella, Joe Keeler, Ron Hannon, Dave Cartnal, and Casey Michaelis

1. Tom Breen called the meeting to order at 4:06 p.m.
2. Tom moved for approval of previous meeting's minutes. Debra seconded. Motion was passed.
3. No public comments.
4. Discuss Possible Upgrades to Gavilan Sports Complex
 - A. Ron issued information on Sports Complex with a proposed plan.
 - B. City has been leasing – lease expired at the end of August.
 - C. Joe mentioned that the voters didn't support the athletic programs/fields in the bond.
 - D. Ron mentioned that they are fund raising in order to make the proposed renovations. Not looking for general fund money or Measure E money.
 - E. History with city was good up to a certain point.
 - F. Gavilan started offering more programs, etc. and facilities weren't being kept up.
 - G. City was responsible for maintaining the facilities.
 - i. They cut the grass once a week but didn't take care of the gofer problems.
 - ii. Opposing team wouldn't play because too dangerous.
 - H. Gavilan hired a professional to maintain (Dave Brown).
 - i. Facilities are looking better and being used more.
 - I. Other groups are using without scheduling which is causing some problems.
 - i. More trash and damage as well.
 - J. Phase 1
 - i. Install outfield fence for softball field.
 - ii. Install scoreboard for softball field.
 - iii. Remove the north softball field and infill with sod.
 - iv. Move the soccer field north and improve the irrigation system.
 - K. Phase 2
 - i. Install a perimeter fence around the entire sports complex to control access and provide security.
 - ii. Can still be open to public but would have to go through proper channels.
 - iii. Will generate some revenue for maintenance/repairs.
 - L. Phase 3
 - i. Install warning track and foul areas for softball field.
 - ii. Install scoreboard for soccer field.
 - iii. Install concrete pads and bleachers for soccer field.
 - iv. Install storage area for the soccer program.
 - M. These improvements address Title IX regulations.

- N. Area past right field fence could be used for training.
 - i. Possibly storage.
 - ii. Cages
 - iii. An infield area.
- O. Would be cheaper to do soccer scoreboard at same time, but will need to prioritize.
- P. Restrooms
 - i. Ron has been discussing with Art.
 - ii. Looking at renovating the restroom areas.
 - iii. Bond will renovate the road and may be able to provide modular restroom buildings as part of access upgrades.
 - iv. Once a week being serviced - looking at going to 3 times a week.
 - v. There may be legislation to provide adequate restrooms for women.
- Q. Have other options such as additional signage been looked at?
 - i. No signs have been installed.
 - ii. Most likely will not work.
 - iii. Security would have a hard time policing.
- R. New city sports park should help with reducing the public usage.
- S. Presented the same information to HSF&G committee today.
 - i. Committee members will discuss with constituent groups at the same time as it will be presented to President's Council.
 - ii. Jesse was concerned that ASB has a chance to discuss.
- T. Want to take to Board in December as an informational item.
 - i. Need Board approval to move forward.
 - ii. Back to Board in January for action.
- U. The lease on the golf course is through 2007.
 - i. Could possibly put a gate in to stop traffic.
- V. There's some money in place now that will allow to do some of the things – not all 3 phases, though. Apply for another grant.
 - i. Phases I – III \$146,000
 - ii. Phase I (only) \$ 67,000
- W. Stadium
 - i. Talking to some potential donors. There is interest out there.
 - ii. Want to get a plan prepared so can show to community. Approximately \$7,500 to get plan prepared. One company has grant so cost is \$3,750.
 - iii. Would be where football field is now.
 - iv. Need to run it by HSF&G committee first.

5. Review and disposition of Draft Facilities Master Plan

- A. Started reviewing the draft Master Plan back in August.
- B. Added several meetings/forums.
 - i. Extra meetings for the Library, Student Center, and Sciences.
- C. Originally were going to go through every comment received at this meeting. Don't think that going through every comment is constructive for this committee.
- D. Consultants have every comment recorded.
 - i. Some comments have changed as plans were presented.
 - ii. Most comments are incorporated in notes and posted on web.
- E. The process has been sharing what the Master Plan will be.
 - i. Needs to be flexible to adapt with change.
- F. Last couple of weeks have been focusing on the Library, Student Center, and Sciences.
- G. Library
 - i. Looked at proposed plan vs. existing.
 - ii. So many demands on building.
 - iii. MIS – when we originally looked at it, it appeared to be more costly to move.
 - a. Since can't have any down time then it's easier to build a new space and make the cutover.
 - b. There are two options:
 - 1. Remain in Library - may not be consolidated though.
 - 2. Move to Social Science – lower level (which is currently under utilized)

- space).
 - c. How does this effect Social Sciences?
 - iv. Front-end Services - Admissions, Records, Assessment, Counseling, etc.
 - v. Instructional - Tutoring, DRC, EOPS, TRIO, Labs.
 - vi. Last round of meetings with user groups have yielded another proposed plan.
 - a. No one in user groups has seen yet.
 - vii. TRIO - has certain square footage in grant.
 - a. Offices and use of North/South lounge in Student Center.
 - b. Unassigned space in library can become meeting space, and TRIO can share use.
 - viii. ESL
 - a. Can stay in existing space or can move closer to proposed location of tutoring/lab center.
 - ix. CMAP and Digital Media stay in same place - close to TV Studio.
 - x. Open lab is close to existing location next to library.
 - xi. Courtyard
 - a. Will solve problems with access to courtyard, drainage problems and shading issues.
- H. Student Center
- i. Looked at proposed plan vs. existing.
 - ii. A lot of groups use North/South Lounge.
 - iii. Student Services area has restrooms right in middle – possible relocate to make space more efficient.
 - iv. Administration is changing its structural relationship.
 - a. Need to house President, 3 VPs, PIO and needs to be central.
 - b. Won't fit in current area, so needs to expand into Student Services area.
 - 1. Still would have direct access to the Student Services area.
 - v. Move Bookstore to North/South Lounge.
 - a. Looking 20-30 years out, the Bookstore will be totally different.
 - b. Have they agreed to proposed location? Should be better because more visible.
 - vi. Move ASB off of student artery on east side.
 - a. Larger space.
 - vii. Food Service area smaller but more efficient since don't wash dishes.
 - viii. Section off Student Dining/Lounge with large moveable cabinets (storage, tack board, etc.)
 - ix. Restrooms by North/South Lounge could remain.
 - x. Board meetings could be in Library meeting room or in Occ. Ed. building.
 - xi. Is proposed area for ASB big enough?
 - a. Space is approximately double what currently have.
 - xii. Consultants have met with students on two occasions - Joe & Jane met separately.
 - xiii. Sometimes have concerts in student dining area.
 - a. Acoustics will have to be addressed.
- I. Chemistry/Life Science/Physical Science
- i. Looked at proposed plan vs. existing.
 - ii. Currently has abundance of big space with stepped lectures.
 - a. ADA problems.
 - b. Seats don't work well.
 - c. Not flexible.
 - iii. In Life Science students meet in prep. room where chemicals are stored.
 - iv. Current storage configuration for cadaver room is inadequate.
 - v. Large area for Allied Health with storage for records.
 - vi. Chemistry proposed plan.
 - a. Not much different than the existing plan.
 - b. Move Physics Lab into CHEM102.
 - 1. Needs storage space.
 - vii. Life Science proposed plan.
 - viii. Create a Cadaver Room in LS104 to be accessed by LS103.
 - a. No exterior access.

- ix. Create a Biology Study Area next to the proposed Cadaver Room in LS104
 - a. This gets students out of the prep area.
 - x. Rebuild lecture/lab space.
 - xi. Make the Greenhouse smaller so can create a Storage room.
 - J. Mathematics (Physical Science Bldg.) proposed plan.
 - i. Reduce size of lecture/lab spaces to create four rooms.
 - ii. MESA in corner room for offices and classroom area.
 - a. Need to be visible.
 - iii. Boiler room gets smaller so can get more office/meeting area.
 - K. Looking at scheduling with Jane.
 - i. How many rooms lecture/lab and size.
 - ii. What location on campus.
 - L. Merle is going to look at space utilization for proposal plans.
6. Next Meeting Dates:
- A. HSF&G – December 6th.
 - B. Board Facilities Committee – December 6th.
 - a. Tom can't make it, but Kent will be there.
 - C. Final Forum #5 – November 21st.
 - D. Board to take action at January 10th meeting.
 - E. COC will review after Board meeting.
7. Adjourned.

End of Notes