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PROJECT: **Gavilan Joint CCD** DATE: September 28, 2005
MEETING: FMP-Input and Planning Process PLACE: Humanities 104
Cosmetology / Social Sciences
PROJECT NO: 3165 TIME: 1:00 PM

PREPARED BY: Casey Michaelis, Kitchell File: Gavilan Cosmet.SocSci.
Meeting Notes 9.28.05

General Notes:

Cosmetology

- A. Cosmetology 7526 g.s.f.
- B. 25-26 Freshmen, 42-45 Seniors.
- C. 2-1/2 year waiting list.
- D. Plumbing is an issue throughout the building.
- E. Shampoo 105
 - a. Plumbing needs to be redone – sinks. Clogs, leaks, etc.
 - b. 10 shampoo bowls – size is adequate.
 - c. Remove one of the shampoo bowls and install hand sink.
- F. COS 109
 - a. Tables/chairs moveable – like.
 - b. 80-90 for lecture.
 - c. Used 9:00AM – 3:45PM Monday-Friday.
 - i. Used for lecture (9:00AM – 10:00AM)
 - ii. Used for lab (10:15AM – 3:45PM)
 - iii. On Tuesday, lecture only all day.
 - d. Need to improve technology – video screen.
- G. COS 102
 - a. Same hours as COS 109.
 - b. Two classes at same time.
 - c. 38 stations.
- H. COS 108 - Boutique
 - a. 4 stations now – ideal would be 6 stations.
 - b. Sink needs replacing.
- I. Laundry 106
 - a. Washer/dryer.
 - b. Chemicals.
 - c. Shampoo/conditioner.
- J. Storage 125
 - a. Stores most of the inventory.
- K. Women's Restroom
 - a. Has back area for locker area. Don't need lockers.
 - b. Would like to convert space to storage.
 - c. Tie into Storage 125.
- L. Offices 107, 126, 127
 - a. 107 – 6 part-time instructors share office.
- M. COS 104
 - a. 3 stations. All stations are old.
- N. COS 112 – Facial lab.
 - a. Push back wall in lab and eliminate the locker space in Men's Restroom. This area will create an

- office with storage.
- b. 10 facial beds – adequate.
- c. Need hand wash sink.
- O. Reception Area
 - a. Works fine.
 - b. Needs furniture.
 - c. Get rid of the vending machines.
- P. Room 120 – Storage with mechanical unit.
- Q. Room 121 – Janitor's closet with access to attic.
- R. Room 122 – Storage.
- S. Room 123 – Electrical.
- T. Break Room – 116
 - a. Sink needs replacing.
- U. COS 102 and COS 104
 - a. Need lights with correct color balance
 - b. User to provide product information on specific equipment needed.
- V. Need more designated parking stalls.
- W. Need automatic exterior door operators on main entry door.
- X. Would like black and white checkered floor. Look at stained concrete.
- Y. Wainscot in rooms.
- Z. Would like an additional classroom for freshmen

Social Science

- A. Can the entryway be relocated to SS105?
- B. Can't add exterior windows due to structure.
- C. SS110/SS111
 - a. Need projection system.
 - b. 15-20 seats would be ideal.
 - c. Philosophy is no less than 25, so not adequate.
 - d. Possibly remove wall between rooms.
 - e. Lights are poor.
- D. SS108/SS109
 - a. Need 3 offices instead of 2.
- E. SS119
 - a. Shared space for adjunct staff.
 - b. 6 desks.
 - c. More than 6 use space.
- F. SS117
 - a. Would like more space.
- G. SS202
 - a. Office is not being used.
 - b. It's a split office. Needs to be at least 2.
 - c. Could be 4 offices.
- H. SS203/SS204
 - a. English dept. uses.
 - b. Needs 28-31 students.
 - c. Possibly divide SC203 and SC204 (original layout).
- I. SS205
 - a. Lecture.
 - b. Need to seat 40.
- J. SS206
 - a. Need 55 seats.
- K. SS214
 - a. Fixed seating. Stepped floors. Seats 236.
 - b. 60-70 students on a regular basis.
 - c. 150 students on occasion.

- d. Possibly divide space into smaller rooms.
- L. SS210
 - a. Fixed seating. Seats 98.
- M. SS205/SS206
 - a. Hard to darken room.
- N. SS216
 - a. DSP&S uses it.
 - b. 12-15 seats needed.
- O. Conference area / Tutorial space
 - a. Possibly look at reconfiguring this area.
- P. Hiring more faculty in next 4 years. Possibly 10 new.
- Q. Look at shared office space for full-time faculty that are not on campus everyday.
- R. Need separate room for copy machine, fax, machine and workroom.
- S. Look at removing Restroom, Janitor's Closet, Kitchen and Storage. Move restrooms to SS119.
- T. Flexibility is great but hard to manage space. Can be a mess – takes time to reconfigure furniture etc.
- U. Would like all lectures to be smart classrooms. Wireless access for students.
- V. Would like outdoor patio area outside of SS110/SS111.

End of Notes