



FACILITIES REVIEW COMMITTEE
MINUTES
September 25, 2008

A meeting of the Facilities Review Committee was held on Thursday, September 25, 2008, at 3:00 p.m. in room RS-5.

Call to Order

Dr. Bonnie Ann Dowd called the meeting to order at 3:05 P.M.

Roll Call

Members Present: Jayne Conway, Bonnie Ann Dowd, Mike Ellis, JoAnne Lesser, Kelley Hudson-Mac Isaac, Kim Marshall, Karen Mifflin, Chris Miller, and Mark Vernoy

Guest Present: Ken Swift

Ex-Officio

Member Present: Donna Renner

Members Absent: Sasha Jonestein, Rick Sanchez, and Jose Vargas

Ex-Officio

Member Absent: Don Thompson

I. Approval of Minutes

The minutes of September 11, 2008, were unanimously approved as corrected (MSC: Mifflin/ Hudson-Mac Isaac) and will be posted on the Palomar web page as follows:
<http://www.palomar.edu/committees.htm>

II Action Items/Second Reading

A. Relocation and installation of bike racks

A motion was unanimously passed (MSC: Ellis/Marshall) to approve the location of five new bike racks as recommended by Mike Ellis on the handout submitted at the previous meeting. In addition, the motion included adding one bike rack to the south side of the NS building near the loading dock, and ongoing monitoring and/or relocation of existing racks as necessary to accommodate need.

B. Review of Natural Sciences Building ADA crosswalks

A motion was unanimously approved (MSC: Ellis/Vernoy) to accept the architect's rendering of two (2) ADA-compliant crosswalks for the Natural Sciences Building. In response to questions from the membership, Mike Ellis reported that the crosswalks are basically pavement striping; therefore, the drawings do not need to go through DSA. In addition, once the crosswalk and accompanying restriping are complete, every parking lot on campus will provide disabled parking.

- C. **Child Development Center reserved 30-minute parking spaces**
In response to a loss of pick-up and drop-off parking spaces for the Child Development Center, a motion was unanimously approved (MSC: Vernoy/Hudson-Mac Isaac) to provide ten (10) restricted parking spaces with 18" x 24" signage that specifically reads the restricted parking is for the Child Development Center between the hours of 7:00 am and 9:30 am and 3:00 pm and 6:00 pm. During all other hours, the parking spaces would be available for permit parking of any kind (see handout from previous meeting on Item III-C).
- D. **Excess staff parking spaces in Lot #12**
A motion was unanimously approved (MSC: Ellis/Conway) to convert thirty (30) excess staff parking spaces in Lot #12 to student parking in response to insufficient student parking available during peak hours. This motion was approved with the understanding that faculty and staff parking will be monitored annually to ensure there remains adequate parking available for faculty and staff.

III. **First Reading**

- A. **Remove lockers from north side of F-Building-replace with display cases**
Paul Sittmann from the Communications Department informed FRC that the Communications Department has been utilizing several display cases to showcase students' artwork and have been receiving positive reviews on how nice they look from around the campus. The Photo Club is planning to buy four (4) cases to showcase their photographs and would like to remove the lockers affixed to the brick exterior of the F-Building and replace them with the display cases. The FRC thought this was a great idea and certainly more aesthetically pleasing than the existing old lockers. Discussion ensued on where to relocate the lockers, and if they were needed in the first place. Paul indicated that at the present time, only two (2) out of 140 lockers had locks on them. ASG Representative, Clyde Campbell, inquired as to whether part of the wall area could be used for student billboards. Dr. Dowd responded that the two requests need to be kept separate and that the ASG would need to fill out the appropriate paperwork and make their request at a future meeting. Chris Miller asked if the display cases would adequately cover the holes that will be left behind when the lockers are removed. Paul stated that the cases should cover everything. Mark Vernoy said that as long as there are other lockers available, he was not opposed to moving the item to Second Reading and approving it; however, Dr. Dowd felt FRC should wait until next meeting when Student Services and ASG have had a chance to weigh in on the matter and asked that Jayne and Clyde be prepared to provide the input from both of those areas at our next meeting. The item will be placed as Second Reading for the next regular meeting.
- B. **Arboretum Design Working Group**
Mike Ellis explained that prior to starting a Master Plan 2022 project a User Group is formed to provide input to the design of the project in an effort to satisfy the needs of the occupants. The Arboretum Landscape Improvement project, which is part of the Master Plan and funded through Proposition M, is being done primarily to comply with comply with ADA access requirements so that all

faculty, staff and students may enjoy our Arboretum. Because many disciplines utilize the Arboretum as part of their curriculum, Mike Ellis wanted to have faculty representation from the different areas such as Archeology, American Indian Studies, Earth Sciences, Behavioral Sciences, etc, as well as a few employees from the Grounds Department who maintain the Arboretum, members of the Friends of the Arboretum, and representation from areas interested members of the college community. The working group being assembled has a strict time limitation, as it is hoped their work can wrap-up by the end of the semester, thus giving the architect time over the winter break to complete the design. Mike suggested meeting either the second or fourth Wednesday afternoon, since that seems to work best for everyone. Dr. Dowd reported that President Deegan indicated that he would like someone at the Dean level involved on the working group. Mark Vernoy volunteered to be a part of the group as a Dean, but Wednesday afternoons don't work for him and he asked if we would consider Fridays. Guest Richard Borevitz suggested several other people that should be part of the working group from the Friends of the Arboretum and the Foundation. Richards also encouraged including representatives from the Foundation. Discussion followed about the need to establish a day/time and place to meet based upon room availability that the meeting day and time work for critical personnel to this project including the architect who will be designing the project. Discussion also followed about the importance of a user group being a manageable size so it can accomplish its task in the limited time period remaining before the semester wraps up. Bonnie reported that she and President Deegan attend all "kick-off" meetings of User Groups so Mike will verify their availability and then send out a notification of the meeting day/time and location in the next few weeks. .

C. Natural Sciences Building interior seating selection

Mike Ellis referred the members to the handout he provided at the last meeting that identified potential interior seating and "lobby" furniture that has been recommended by the building architect to Dean Francis for the NS Building. The seating recommended is that which most stylistically matches the building's design. Kelley Hudson-Mac Isaac asked if all of the seating was interior and Mike responded that some of the seating is exterior. Kelley expressed concern that as new buildings are built, it is important that exterior seating compliment those buildings, as well. After discussion, Mike asked the group to review the recommended seating on the website (as the black and white photos in the handout are difficult to see) and the item will be brought back for Second Reading at the next meeting.

D. Escondido Center Teaching Learning Center (TLC)

This item was brought back to FRC because of a change to the original plan, which is to turn room 205 into the administrative area, as opposed to the 700 wing which was originally approved by FRC on April 10, 2008. Kelley demonstrated on a floor-plan and explained that the plan change provides a better utilization of space. This item will be brought back for Second Reading to reaffirm the plan approval with the change from 700 wing to room 205..

IV. Discussion/Information Items

A. Apple on Campus Program

Clyde Campbell presented this request on behalf of Student Affairs. The request is to put a table in front of the Student Union dedicated to selling Apple products and if successful, create a permanent sales kiosk. In return, Apple would provide a commission to the ASG Student Trust fund based on sales. Mark Vernoy stated that he believes the college needs to be careful about entering into this type of arrangement, which appears to be an endorsement of one particular product. Also, he expressed concern that the handout provided gives the impression that all faculty support the concept, which he doesn't believe is the case. Bonnie asked Clyde to have Sherry Titus, Director of Student Affairs, contact Ken Jay, Director of Business Services, to see if there would be any conflict with Follett Bookstore contract to provide FRC with further information regarding the contractual aspects of this request. In addition, Bonnie asked that Sherry Titus contact Instruction to determine support for consideration of such an arrangement. After more information has been gathered, the students can certainly bring this item back for further discussion at a future FRC meeting.

In the interest of time, Discussion/Information items B through G will be discussed at the next regular meeting.

V. Old Business

N/A

VI. Other Items

N/A

VII. Adjournment

There being no further business, the meeting was adjourned at 4:15 p.m.

Next Meeting, Thursday, October 9, 2008
3:00 P.M. - RS-5