A meeting of the Facilities Planning Committee was held on *Thursday, February 11, 2003*, at 2:00 p.m., in RS-5.

**Call to Order**

Kelley Hudson-MacIsaac called the meeting to order at 2:08 p.m.

**Roll Call**

**Members Present**  Norma Bean, Theo Brockett, Mike Ellis, Russ Filbeck, Terry Gray, Kelley Hudson-MacIsaac, Rick Sanchez and Mark Vernoy

**Members Absent**:  ASG Representative, Jennifer Lebedeff, Jerry Patton and Ken Swift

**Guests Present**:  Chris Feddersohn

**Recorder**:  Donna Renner for Jo Anne Giese

I. **Approval of Minutes**

The proceedings of the meeting of January 28, 2003 were approved (Filbeck/Vernoy).

II. **Action Items/Second Reading**

A. **Religious Objection to Torii Gate – need to remove Gate**

Chris Feddersohn distributed handouts (response letter and a picture packet of Torii Gate locations all across the United States) in response to the letter received by Dr. Amador from a concerned citizen objecting to the location of the Torii Gate on campus.

Chris stated that it is regrettable that a symbol of friendship and exchange between two communities has been turned into a needless point of contention. The construction of the Torii Gate at Palomar College was a cultural gift and a gesture of goodwill from 18 highly respected Japanese master woodworkers and their students. To remove the gate would be an insult to not only these fine people but to our local Japanese community and woodworking students. Retired military and embassy personnel have advised Chris that our guests would perceive such a confrontation as a *loss of face* with Palomar College. Photographs and articles of this event and the gate have already appeared in national magazines, newspapers and web sites both here and Japan. Presentations to building associations and architects depicting its construction and its use of the extremely rare Torrey Pine wood from California’s Urban Forestry Program are already scheduled in the United States, France and Canada.

The Torii is a classic and beloved architectural expression of Japanese culture. Its image is used in many different ways as evidenced by the picture packet distributed. It is sometimes associated with the gateway to a shrine but the torii itself is not a religious or “worshipped” symbol. The torii is often used in totally non-religious places, which include the placement of a torii gateway at entrances to U.S. military bases, state parkland in Honolulu, Disney’s Epcot Center and is used on Unit Insignias for the United States Navy and the National Guard.
Mark Vernoy briefly shared that he had spoken with Gene Sager, Religious Studies Coordinator and Don Piche, Philosophy Professor, in-depth about the Torii Gate. Gene indicated that the Torii Gate is an entrance to a shrine. It is a characteristic element of Shinto Shrines and separates the secular from the spiritual world. Traditionally they are built of timber and many are colored red and black. A few people consider the Torii Gate a religious item yet the Japanese people are not offended by others who do not consider it a religious item. Gene Sager felt that the gate should be moved while Don Piche felt it was fine at its present location.

Norma Bean asked if we had sought legal council regarding this matter. Several members of the committee felt that legal council was not needed.

Motion was made to support decision to have the Torii Gate stay (Vernoy/Bean). Seven members supported decision, one member abstained (Ellis) who recommended that we seek out legal council.

III. First Reading

A. Relocation of Hubbell Structure

Mike briefly described the proposed move of the Hubbell Structure from its current location to the Arboretum. The artist has agreed to the move and we are in the process of obtaining a price quotation from a local crane company.

B. ETV Remodel Proposal – Connie Rodriguez

This item was tabled.

C. Financial Aid Request

Mike briefly described the proposal (PLAN A) received from Financial Aid. The department is requesting that a doorway be cut in the wall that separates the Financial Aid front counter from the staff offices and install a support structure over the doorway to support their electronic sign. If this proposal is approved it will enable the Financial Aid employees to be able to see and assist students at the counter. Current counter is outdated and non-ergonomical.

Mike briefly described the proposal (PLAN B) received from Financial Aid/Admissions. The departments are requesting that the Admissions/Financial Aid Counter be remodeled so that it is more user-friendly. Current counter is non-ADA accessible.

If these proposals are approved by the Facilities Planning Committee, the STEP 1 package will be reviewed by the Facilities Review Group (Mike Ellis, Kelley Hudson-MacIsaac, Chris Miller, Donna Renner, Jim Williamson, Rick Beach, Jim McCann, Jose Vargas, Rick Sanchez and Lee Hoffmann) who will make their recommendation and provide cost estimates which will then be sent back to the original requestor for the Step 2 process.

Motion to approve concept of PLAN A – Sanchez/Filbeck

Motion to approve concept of PLAN B – Sanchez/Filbeck
D. **ES-2A Conversion – Earth Sciences**

There is a proposal on the table to convert this existing data switch room to an office for Gordon Stubblefield. Existing room has no natural light, has an existing ac unit over the door and plenty of storage (cabinets). Costs involved: none. Kelley and Mike will research this proposal and report their findings back to this committee.

IV. **Discussion Items**

A. **Project Updates – Mike Ellis**

**Student Union** – The Contractor is still behind schedule. Windows for the storefronts will be delivered by April 9, 2003 with completion date scheduled for April 30, 2003. Contractor will be in liquidated damages as of March 19, 2003.

**SSC HVAC** – There will be a meeting next week to discuss the relocation of employees during the HVAC replacement. Start date: May 2003.

**Transfer Center/Career Center Move** – A proposal has been received to move the Transfer Center from its existing location in room SU-1 to the Student Services Center and the Career Center from its existing location in the Student Services Center to room SU-1. This proposed move may impact the use of the temporary trailers during the SSC HVAC replacement. There will be a meeting to discuss this proposal.

**Athletic Fields** – DSA has approved the plans for the baseball fields. Bid will be done in phases. There will be a biologist on-site to make sure that we do not disturb the endangered species nesting sites from March through August.

**High Tech Science Building** – The plans are back and red-lined. Start date: July 2003.

**Campus Police Building** – This move is on hold due to budget constraints.

**Relocation of NO and SC Buildings and Marketing Communications Trailer** – NO and SC will no longer be moving but Marketing Communications will be moving to Parking Lot C-1.

B. **Secondary Effects of High Tech Science Building**

Please reference Mike Ellis’ comments above. Final project preparation is now being developed.

There is a proposal to tear down the present ES/LS/CH complex. Jim Spencer is currently working on this process.
V. Other

A. Comet Circle – Change to Two-Way Traffic

Mike Ellis briefly shared the Engineers proposal to convert the existing one-way Comet Circle to a two-way roadway from Mission Road in a clock-wise direction to LOT 4. Comet Circle Drive from LOT 4 south to Mission Road would remain unchanged as a one-way roadway in the northbound direction.

Conversion to a two-way roadway would promote vehicular access to the easterly portions of the campus without having to use Mission road. Additionally, the two-way conversion would provide a legal means for the existing cut-through traffic originating around LOT 12 to reach Borden Road.

Costs would be minimal and would include roadway re-striping, signing and the reconstruction of Comet Circle/Borden Road intersection.

The proposal is available in Kelley’s Office for review by committee members.

B. Escondido Center Building Re-numbering

Kelley distributed layout of proposed re-numbering of the 600/700 wing at the Escondido Center.

C. ATM Installation

Norma briefly shared that an ATM will be installed shortly at the Escondido Center

Meeting adjourned at 3:22 p.m. The next meeting will be held on Tuesday, February 25, 2003.