A meeting of the Facilities Planning Committee was held on Tuesday, February 25, 2003, at 2:00 p.m., in RS-5.

Call to Order

Kelley Hudson-MacIsaac called the meeting to order at 2:06 p.m.

Roll Call

**Members Present** Norma Bean, Theo Brockett, Mike Ellis, Terry Gray, Kelley Hudson-MacIsaac, Rick Sanchez and Ken Swift

**Members Absent:** ASG Representative, Russ Filbeck, Jennifer Lebedeff, Jerry Patton and Mark Vernoy

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

I. **Approval of Minutes**

The proceedings of the meeting of February 11, 2003 were approved (Ellis/Sanchez).

II. **Action Items/Second Reading**

A. **ES-2A Conversion**

The committee briefly discussed the proposal to convert room ES-2A from a computer server room to an office for Gordon Stubblefield. The only concern Mike has with the conversion is that it may be appropriate now for this particular employee but that in the future the space would definitely be unsuitable for other employees – specifically a faculty member.

Motion to approve concept of ES-2A Conversion – Ellis/Sanchez none opposed. Department will be notified to proceed to Step 2 Instructions.

Ken asked if it was possible to convert room IT-3A – Mike responded that it could be done but it would need to be studied to make sure it would be accessible. Rick indicated he did not think there would be enough space because of the panels in that room.

III. **First Reading**

There was nothing to report.
IV. Discussion Items

A. Project Updates – Mike Ellis

Student Union – The Contractor is still behind schedule. There have been continuous problems with this project and the rain is definitely not helping. The contractor feels there are lots of errors in the plans and we have noticed that the workmanship has been falling off.

Athletic Fields – There will be a meeting on Friday, February 28, 2003 to discuss the bid process. Dr. Amador has given the Athletic department full responsibility to raise the $500,000 needed to complete Phase 2. We hope to have the bid on the street within the next thirty (30) days.

High Tech Science Building – The plans are in final review. A stamped set will be sent to Sacramento in March 2003. Once this process has been approved we will receive an approval to proceed to bid. We hope to have the bid on the street by mid-April 2003 with the contract being awarded in June 2003. Project start date: July 2003.

NO and SC Buildings will no longer be moving. We are currently working with Marketing Communications on their move.

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

Building Renovations – This project has been placed on hold due to budget constraints.

SSC HVAC – Start date: mid-May 2003.

FPP (Final Project Proposal) – Jim Spencer is currently working on a proposal to tear down the present ES/LS/CH complex. The building proposed will be approximately 65,000 square feet. The B Building will not have to be removed for this project.

IPP (Initial Project Proposal) – We are drafting plans for a new Library and a new Planetarium. Due date: July 1, 2003.

B. Educational and Facilities Master Plan Update

Mike sketchily shared the projected master plan for the next twenty years. The campus community can peruse these documents through the following website: www.palomar.edu/masterplans.

V. Other

A. EC-405 Classroom Conversion – Theo Brockett

There is a proposal on the table to remove the office currently located in the middle of EC-405 and construct a new office in the corner. This project will include HVAC moves, electrical moves, phone and data relocations, reorientation of the room, audio-visual changes, ceilings repairs, carpet replacement, patch and painting, new doors, etc.

Motion to approve concept of EC-405 Classroom Conversion – Sanchez/Ellis none opposed

Meeting adjourned at 2:52 p.m. The next meeting will be held on Tuesday, March 11, 2003.