Facilities Planning Committee

February 27, 2001

Minutes

Members Present: Jerry Patton, Russ Filbeck, Jo Anne Giese, Kelley Hudson-MacIsaac, Mike Ellis, Jennifer Lebedeff, Cynthia Anfinson, Ken Swift, Norma Bean

Members Absent: Wendy Metzger, Richard Borevitz, Lasea Usini, Gene Jackson

Agenda Items:

1. Announcements: None

2. Minutes: (January 23, 2001) Approved, one abstension

3. Project Updates

   - Cisco Lab at Escondido in work – completion date – March 12, 2001
   - Financial Aid renovation – start date: March 12, 2001
   - District architect looking at new office proposals
   - Student Services – HVAC is a 3 phase process, October start date

   Joe Madrigal is requesting that the 3 phases of the SS HVAC be combined into all 1 project. Mike will work with Student Services to learn how and where they would like to re-locate. Project should take 3 to 5 months.

   Space on campus at a premium – 30 new faculty office needed, plus 48 classified staff. RDA funds available for possible office space on campus. There are five building sites identified on campus.

4. CORF - AIS

   P8 & P8A will be vacated when Speech moves into IT when the Police Academy moves off campus. AIS would like to utilize P* & P8A. This item is for information only.

5. Temporary Trailer for Purchasing

   Accounts Payable has moved from Fiscal to Purchasing – need space 3 staff members. They would like to place a trailer in Lot C1.

   Discussion took place about the possibility of the District purchasing two trailers and to house them permanently on campus – preferably Lot C1. Mike will look into this and advise Jerry. Jerry will then approach the Safety and Security committee with this recommendation since we would lose parking spaces.

6. Southern Education Center – Facilities Plan

   Mark Vernoy has written an Education Master Plan, but it is very general. The State will require more specificity. Mark will convene a task force to assist in a more specific plan.
Jerry will suggest to Mark that Kelley sit on the task force as an ex-officio member to offer input.

7. Facilities Master Plan

A task force of the Facilities Planning Committee has been convened to interview the Master Planning Consultants who replied to the District’s RFQ. The interview will be held on March 6 and 7, 2001.

Jerry requested input from the Committee as to the process for selection of the consultant. It has been suggested to him that the President and Governing Board would make the decision. Discussion took place about how the selection process should be handled. It was the feeling of the Committee that unless the Governing Board held individual interviews they would not know the criteria used in selection. The Committee agreed that the “ranking” process should be used and that a rep from the task force attend higher level interviews or discussions.

8. Other

A suggestion was made that the district architect attend Facilities Planning Committee meetings on an “as needed” based. An hourly budget will be to be established. A motion was made and approved by the Committee.

Jerry informed the Committee members that committee minutes will be posted on the Palomar web site. Jo Anne is working with Terry Gray.

Jerry asked the Committee to poll their respective employee groups about the effectiveness of this committee, and does the Committee communicate well with the campus community.

Meeting adjourned at 3:30

c: Dr. Randall, Mr. Madrigal, Ms. Michael, Dr. Miyamoto, Mr. Carson, Ms. Barkley, …
Mr.. Hoffmann