Facilities Planning Committee

April 24, 2001

Minutes

Members Present: Jerry Patton, Jennifer Lebedeff, Kelley Hudson-MacIsaac, Mike Ellis, Cynthia Anfinson, Norma Bean, Wendy Metzger, Gene Jackson, Lasea Usini

Members Absent: Jo Anne Giese, Richard Borevitz, Russ Filbeck Ken Swift,

Agenda Items:

1. Announcements: None

2. Minutes: The minutes of March 27, 2001 and April 10, 2001 were approved.

3. Project Updates

   ➢ Financial Aid Office Renovation is complete
   ➢ BE-4 New Faculty Office is complete
   ➢ AIS Office remodel is scheduled for May 26-June 25.
   ➢ HR HVAC project is complete
   ➢ Admin Services Relocation – possible move June 15- July 1

Other projects & PFE projects are currently on hold until we get Budget impacts and priority.

4. Old Business

   Faculty Offices

   Discussed above.

   Administrative Services Offices

   Possible location for move identified at the Old Discount Outlet Mall location.

   Facilities Master Planning Consultant

   The firm of Spencer Hoskins has received the majority of the votes. They will be taken to the Governing Board for approval May 8th.

5. New Business

   Project Proposals

   The committee discussed the procedures for proposing projects. One of the committee’s areas of responsibility is “to develop policy and plans to increase the quality and effective use of College facilities.” Kelley reported that our Capacity loads (for lecture) have taken a down turn. She expressed concern that if careful consideration is not give to
efficient scheduling of classes, and the capacity loads continue to worsen, we may not qualify for the Science building.

**Energy Management**

Will be discussed next meeting.

6. **Other**

**CORF Human Resources**

Two Capital Outlay Requests were presented to the Committee from HR. The Committee will review and discuss next meeting.

Meeting adjourned at 3:30.

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