

<p>COLLEGE FACILITIES AND MASTER PLAN COUNCIL</p> <p><i>MINUTES</i></p>
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January 28, 2005

The regular meeting of the College Facilities and Master Plan Council was and held on Friday, January 28, 2005 at 2:00 p.m. in F106 and was chaired by Arlene Satele.

Members Present: Geraldine Perri, Cristina Chiriboga, Jim Custeau, Jan Ford, Carol Lloyd, Brad Monroe, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter, Jim Wales, and Madelaine Wolfe

Members Absent: Ray Contreras, Marsha Fralick, Lyn Neylon, and Bill Stanford

Guest Present: Joe Minner

Mr. Reuter distributed copies of the Gafcon Cuyamaca College Project Summary sheet dated 2/28/05. Each project was reviewed in detail.

- A lighted bulletin board will be installed in the F Building corridor that will provide construction updates and upcoming projects to keep adjunct faculty informed.

Capital Projects
Update

Mr. Suter distributed a map and rendering of the new location for the Coyote's Den. The original location was assessed for student travel time to and from classes and loss of faculty parking spaces and deemed not the best location. There was consensus to move forward with the new location, adjacent to the LRC.

Coyote's Den
Relocation

Vice President Chiriboga and Dean Satele to follow-up with LRC staff informing them of the relocation of the food service trailer.

Mr. Monroe to talk with Mr. Suter with regard to the assessment of trees etc., during Science and Technology Mall and Student Center construction. Dr. Perri asked Brad to form a sub-committee to research and evaluate trees during construction. The memorial tree located in the Quad, was deemed unsalvageable. Jim Custeau, Jan Ford, David Suter, and Arlene Satele to serve on the sub-committee.

Dean Satele commended Council on their assistance during the first week of classes. Dean Wolfe commended the Administrative Services team on their immediate responsiveness to campus needs during the first week.

Meeting adjourned at 3:05 p.m.

Adjournment

<p>COLLEGE FACILITIES AND MASTER PLAN COUNCIL</p> <p><i>MINUTES</i></p>
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February 25, 2005

The regular meeting of the College Facilities and Master Plan Council was held on Friday, February 25, 2005 at 2:00 p.m. in F106.

Members Present: Geraldine Perri, Jim Custeau, Sal Espiritu, Brad Monroe, Lyn Neylon, Erik Reuter, Arleen Satele, David Suter, Evangeline Meneses in for Jim Wales

Members Absent: Cristina Chiriboga, Jan Ford, Carol Lloyd, Eric Preibisius, Bill Stanford, and Madelaine Wolfe

Guest Present: Joe Minner; Vangie Meneses in for Jim Wales

Council received; and Mr. Reuter reviewed the Cuyamaca College Project Summary Sheet dated 2/25/05. Mr. Suter provided draft copies the memo that will be distributed campuswide regarding Bus Stop Construction scheduled for 3/14 through 5/20. The Ad Hoc Committee will conduct a walk through of the area on 3/3/05. The ramp adjacent to the volleyball court will be made ADA accessible. Council approved the memo with the understanding that it will be emphasized that the pathway from the LRC is temporary and will only exist during construction. A suggestion was made to label the staging area as well as the actual building area. Mr. Monroe requested to see the 50% plans for the Student Center.

Facilities Update

Dean Satele reminded Council that the ATC Grand Opening is March 10th at 4:30 p.m.

ATC Grand Opening

This item was discussed at length in the Project Summary Sheet.

Bus Stop Relocation

Dean Satele announced that the new bulletin board has been installed and contains construction information. Council encouraged to stop by and see it.

Announcements

Dr. Perri stated that Larry Sherwood has also joined the Ad Hoc Committee Chaired by Brad Monroe.

Meeting adjourned at 3:07 p.m.

Adjournment



C U Y A M A C A
 · C O L L E G E ·
 L E A R N I N G F O R
 T H E F U T U R E

<p>COLLEGE FACILITIES AND MASTER PLAN COUNCIL</p> <p><i>MINUTES</i></p>

March 18, 2005

The regular meeting of the College Facilities and Master Plan Council was held on Friday, March 18, 2005 at 2:30 p.m. in F106.

Members Present: Geraldine Perri, Cristina Chiriboga, Jan Ford, Carol Lloyd, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter, Jim Wales, and Madelaine Wolfe

Members Absent: Jim Custeau, Sal Espiritu, Marsha Fralick, Brad Monroe, Lyn Neylon, and Bill Stanford

<p>Mr. Reuter distributed and reviewed the Cuyamaca College Project Summary Sheet dated 3/18/05.</p> <ul style="list-style-type: none"> • Dr. Perri requested an Executive Summary on the 3DI • Dr. Perri asked to add the next IPP to the Project Summary Sheet • LRC addition/remodel – Dr. Perri asked to have FPP reviewed by the College Facilities Master Plan Council prior to submission to the state. 	<p>Facilities Update</p>
<p>Dean Satele distributed the Proposition R Funding Status, Cuyamaca College. She explained the funding for projects. The Council was asked to review the data and if necessary, make adjustments. It was the cencensus of the Council to submit the modification as presented as part of the Prop R Annual Plan.</p>	<p>Proposition R</p>
<p>Meeting adjourned at 3:35 p.m.</p>	<p>Adjournment</p>

**COLLEGE FACILITIES AND
MASTER PLAN COUNCIL**

MINUTES

April 22, 2005

The regular meeting of the College Facilities and Master Plan Council was held on Friday, April 22, 2005 at 2:00 p.m. in F106.

Members Present: Geraldine Perri, Cristina Chiriboga, Sal Espiritu, Jan Ford, Carol Lloyd, Brad Monroe, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter, and Jim Wales

Members Absent: Jim Custeau, Marsha Fralick, Lyn Neylon, and Madelaine Wolfe

Guest Present: Joe Minner

Mr. Suter, utilizing a PowerPoint presentation, provided a facilities project update for the first and second quarters. The presentation was shared with the Governing Board on 4/19/05. Council received the Cuyamaca College Project Summary Sheet dated 4/22/05.

Facilities Update

Deferred.

Council
Membership

Dr. Perri distributed copies of the Academic Senate Resolution on Preserving the Environment During Construction. Messrs. Reuter, Minner and Switzer have been tasked with including the resolution language in construction project contracts. Mr. Monroe described the need to preserve a tree's root system and the possibility of transplanting and/or recycling trees.

Senate Resolution
on Preserving the
Environment During
Construction

Dean Satele indicated that a sub-committee of the ad hoc committee has met to evaluate alternatives for the trees. She announced that plans are underway for a Student Center footprint walk-thru after the week of May 10th. The collegewide walk-thru is designed to display the Student Center's building plans, drawings and the building's footprint during a morning and evening session.

Dr. Perri strongly encouraged the college Facilities and Master Plan Council members to attend the event. Mr. Reuter stated that on Tuesday, April 26th there will be a meeting to delineate final site utilities which leads to final site opportunities for preservation. Dale Switzer and the architect will be attending the meeting scheduled will take place in the Gafcon trailer. Dean Satele distributed and reviewed the Cuyamaca College Proposition R Funding Status.

Proposition R
Funding Plan

Meeting adjourned at 3:05 p.m.

Adjournment

**COLLEGE FACILITIES AND
MASTER PLAN COUNCIL**

MINUTES

May 27, 2005

The regular meeting of the College Facilities and Master Plan Council was held on Friday, May 27, 2005 at 2:00 p.m. in F106.

Members Present: Geraldine Perri, Cristina Chiriboga, Jim Custeau, Sal Espiritu, Jan Ford, Brad Monroe, Lyn Neylon, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter, Jim Wales, and Madelaine Wolfe

Members Absent: Marsha Fralick, Carol Lloyd, and Bill Stanford

<p>Council received the Academic Senate resolution regarding the protection of trees. Dean Satele read the resolution and the handout containing a synopsis of actions taken to date in support of the resolution. This action item will continue to be updated as developments occur.</p>	<p>Senate Resolution – Tree Protection</p>
<p>Dean Satele provided copies of the 2005/2006 Proposition R Funding Plan from the District, she indicated that the format is the district’s but the funding presented is as reported at the last meeting</p>	<p>Prop R Funding</p>
<p>Mr. Suter displayed modifications to the Student Center, specifically the addition of the trellis and the lowering of the second floor wall to soften the building’s appearance and allow for increased visibility to the green. He also showed the outdoor design materials that will be utilized on the center.</p>	<p>Student Center Design Modifications</p>
<p>The Coyote Den’s last day at its present location is June 3rd. Aztec Shops will set up a temporary food service area outside the C Building. Proposed hours of operation during summer are 7:00 am to 1:00 pm. Normal hours will resume when the trailer is put in place. Dean Wolfe will notify Dean Satele of how many classes are in session to determine if food service should be open longer hours to serve students attending evening classes.</p>	<p>Food Service Schedule</p>
<p>Council received and reviewed the projects listed in the Cuyamaca College Project Summary Sheet dated 5/27/05. Mr. Reuter announced that the final funds (hard costs) have been adjusted to \$15.6 million dollars. Vice President Chiriboga commended the team on their efforts in estimating the buildings costs.</p>	<p>Science & Technology Bid Opening</p>
<p>Dean Satele will develop a Campuswide memo to explain the evacuation areas in the case of an emergency.</p>	

This item was covered in the Project Summary Sheet dated 5/27/05.

Facilities Update:
IPP & FPP
Remodels

Dean Satele announced that during Staff Development week in August, Administrative Services is planning a walkthrough for the Communication Arts construction site. Plans are already underway for the event.

Communication
Arts Walkthrough

Dr. Perri commended the team that worked on the student center walkthrough.

Lunch will be served at the ATC during Staff Development week as a way of featuring the newly renovated facility.

Announcement

Dr. Neylon suggested adding a representative from the Grounds Department as a member of the Council Facilities Master Plan Council. At present, the Grounds Supervisor serves on the Ad Hoc Committee and attends monthly meetings for Business Services. Dr. Perri suggested that Dr. Neylon speak with Mr. Heimaster to determine if membership is warranted, then the process for shared governance change should be brought forward through Policy & Procedure and IPC.

Council
Membership

Meeting adjourned at 2:41 p.m.

Adjournment

**COLLEGE FACILITIES AND
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MINUTES

August 26, 2005

The regular meeting of the College Facilities and Master Plan Council was held on Friday, August 26, 2005 at 2:00 p.m. in F106.

Members Present: Geraldine Perri, Cristina Chiriboga, Sal Espiritu, Jan Ford, Rosalyn Johnson, Vangie Meneses, Brad Monroe, Lyn Neylon, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter, and Madelaine Wolfe

Members Absent: Jim Custeau, Marsha Fralick, Carol Lloyd, and Bill Stanford

A plan was developed to augment funds for the Comm Arts building by 12%. Funds to come from: interest @ \$1,300,000, remodel B @ \$858,076, and parking lot @ \$1,000,000.

Prop R Funding

	Current Bid	12%	2,647,547
Remodel B - G	2,080,400	858,076	1,000,000
Parking Lot	2,271,000	1,000,000	1,000,000
LRC Phase 2	5,065,458	0	647,595

Vice President Chiriboga to notify LRC staff that should the funds be needed at a higher level, then the LRC remodel phase 2 funds may be considered since interest income should be available in the future.

Mr. Monroe asked about the secondary efforts on the "O" building once it is vacated by the music department.

Dave Suter presented the facilities update with a PowerPoint of the college facilities:

- Communication Art Building (letters to students regarding change in parking availability due to construction).
 - Massing
 - Overview
 - Project schedule
- Science and Technology Mall
 - Before and after pictures
- Student Center
 - Massing
- ADA Accessibility
- Saving the natural environment

Cuyamaca
College Facilities
Construction
Master Plan
Status 7/05

Dean Satele indicated that there is a link on the college's website with updates to the construction projects the link is entitled "Construction News".

Mr. Reuter reviewed the College's Facilities Master Plan Council Update dated 8/26/05.

Meeting adjourned at 3:00 p.m.

Facilities Update

Adjournment

<p>COLLEGE FACILITIES MASTER PLAN COUNCIL</p> <p><i>MINUTES</i></p>
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September 23, 2005

The regular meeting of the College Facilities Master Plan Council was held on Friday, September 23, 2005, at 2:00 p.m. in F106.

Members Present: Geraldine Perri, Cristina Chiriboga, Sal Espiritu, Carol Lloyd, Rosalyn Johnson, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter and Madelaine Wolfe

Members Absent: Jim Custeau, Jan Ford, Marsha Fralick, Vangie Meneses, Brad Monroe, Lyn Neylon, and Bill Stanford

Dr. Perri thanked everyone for attending the Comm Arts Groundbreaking Ceremony.

Comm. Arts
Groundbreaking

Mr. Reuter distributed and reviewed the Cuyamaca College Facilities Master Plan Council Construction Update dated 9/23/05. He reported that there has been an additional 13% increase in construction costs which translates into a 25% overall construction cost increase. Mr. Suter added:

Construction
Update

9/25/05 – permanent stripping in parking lots

9/29/05 – permanent construction fencing to be installed around the Communication Arts area

Ms. Lloyd requested the use of reflective paint to facilitate campus traffic flow.

Dean Satele distributed and reviewed the Cuyamaca College Prop R Proposal (addendum). She indicated that the short-fall of \$3,544,537 was mitigated by a funding reallocation from LRC Phase II project. The Prop R budget will be reviewed at the next Budget Committee meeting. Consensus to move forward as proposed.

Communication
Arts Prop R
Reallocation

Information covered under the Construction Update.

Parking Lot 5
Status

Dean Satele announced that glow sticks will be distributed campuswide to provide light should power outages occur during construction.

Announcements

Meeting adjourned at 2:40 p.m.

Adjournment

<p>COLLEGE FACILITIES MASTER PLAN COUNCIL</p> <p><i>MINUTES</i></p>
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October 28, 2005

The regular meeting of the College Facilities Master Plan Council was held on Friday, October 28, 2005, at 2:00 p.m. in F106.

Members Present: Sal Espiritu, Jan Ford, Rosalyn Johnson, Carol Lloyd, Vangie Meneses, Eric Preibisius, Arleen Satele and David Suter

Members Absent: Geraldine Perri, Cristina Chiriboga, Jim Custeau, Marsha Fralick, Brad Monroe, Lyn Neylon, Erik Reuter, Bill Stanford and Madelaine Wolfe

Guest: Joe Minner

Dean Satele chaired the meeting.

Chair

Dean Satele distributed the District Facilities Fact Sheet. This annual document is produced by Dana Quittner and is available on the District's web site. Dean Satele asked Council members to review for correctness and e-mail Mr. Suter or her with any corrections/revisions.

District Facilities Fact Sheet

The Construction Update dated 10/28 was distributed by Mr. Suter, who reviewed each item listed. Mr. Suter also noted that the microphones and speakers have been received by the Warehouse to assist faculty who teach in the G Building, the Temporary classrooms near the Fitness Center, and if necessary, the N Building instructors because of their proximity to the construction sites and the impact of increased noise during instructional hours.

Facilities Update

Reminder: February 14, 2006 - 10:30am -11:30am Groundbreaking for Student Center with the theme: "*Heart of the Campus.*" There will be a celebration after the groundbreaking.

Mr. Suter reviewed the Energy Conservation Projects memorandum prepared by Dale Switzer dated October 19, 2005. Mr. Suter suggested that consideration be made for the classroom lighting retrofit projects would be appropriate for submission to the program. The project submission deadline is November 15, 2005. He also noted that the Museum and LRC air conditioning systems may be old enough to qualify for the program.

Energy Conservation Projects

Scheduled Maintenance items are attached to the Switzer memo noted in the previous agenda item. Priorities 3 and 4 were reviewed by Mr. Suter. Buildings C and W were approved by Council.

Scheduled Maintenance

Since Dieter Cebulla quietly retired several days ago, the transition to Daylight Savings Time may not be as smooth. It may take an additional day to get the clocks set accurately. An e-mail message will be sent on 10/28 to faculty which will read: "Due to Daylight Savings Time, clocks need to be set back by one hour. If the clock in your classroom is not correct on Monday, please verify the time with your wristwatch. The electronic clocks may not have been set back by one hour as it may take up to 24 hours for the time change to be reflected on the clocks.

Daylight Savings
Time Transition

On Tuesday, however, please let us know if your clock is still incorrect. You can call Patty Stephenson at x 4347 to report the problem."

Ms. Lloyd informed Council that foot traffic cutting through the landscaping up the slopes rather than taking established foot paths has increased. She is concerned about the liability issue for the college. It was suggested that additional plant materials be installed, along with a temporary barrier to discourage people from taking short cuts through the plant material.

Other Items

She also mentioned that in the evenings when it is dark, it would be helpful to have a neon sign mounted on the back side of the Coyote's Den indicating whether or not it is open. This would prevent needless trips down from the upper campus to the Coyote's Den only to find out that it is closed.

For staff members needing electric cart recharging in the LRC, it was decided to add an outlet in the LRC parking/storage area for this purpose.

Meeting adjourned at 2:45 p.m.

Adjournment

**COLLEGE FACILITIES
MASTER PLAN COUNCIL**

MEETING NOTES

December 9, 2005

The regular meeting of the College Facilities Master Plan Council was held on Friday, December 9, 2005, at 2:00 p.m. in F106.

Members Present: Geraldine Perri, Cristina Chiriboga, Jim Custeau, Sal Espiritu, Jan Ford, Carol Lloyd, Vangie Meneses, Brad Monroe, Eric Preibisius, Erik Reuter, Arleen Satele, and David Suter

Members Absent: Marsha Fralick, Rosalyn Johnson, Lyn Neylon, Bill Stanford, Madelaine Wolfe

Guest: Joe Minner

Eric Reuter and David Suter distributed and reviewed the facilities update.

Facilities Update

The Communication Arts Building requires additional funds. A shift of Prop R support funds needed for Prop R as follows:

1. College unallocated	\$500,000
2. PE Expansion, Pool	900,000
3. CC Classroom (Admin Building)	200,000
4. Science Tech Center, Phase 2	200,000
5. Remodel B, D, E, F, G Parking	488,027
6. LRC Remodel, Phase 2	<u>1,520,921</u>
	\$3,808,958

Student Center will most likely require additional funds. Once updated estimates are completed, they will be taken to the College Facilities Master Plan Council.

Funding shifts covered under facilities update.

Prop R

State delayed in reviewing new energy conservation plans.

Energy
Conservation

- CADD Lab is being redesigned during the holiday break.
- Landscape redesign area of "O" building will go out to bid in January.
- Facilities Council toured the site for a parking lot for construction crew of the Student Center. Follow up to be done to ensure entrance serves the college well if lot becomes a permanent lot.

Miscellaneous
Items

Meeting adjourned at approximately 3:15 p.m.

Adjournment