Building Program Management Committee Meeting
MEETING SUMMARY
Thursday, November 5, 2009
3:00 p.m., Winlock Lounge

Present: Allan Hansen, Leighton Hickman, Steven Jacobson, Sheila Jeter-Williams (Alternate), Jose Medina, Bob Miller, Tony Michelman, John Oester, Rod Patterson, Angela Randall, Betsy Regalado, Mark Rocha, Abel Rodriguez, Jack Ruebensaal, Robert Sprague, Olga Shewfelt, Alice Taylor, Jane Witucki

Vicky Nesia (Recording Assistant)

Absent: Larry Eisenberg, Jim Goodell, Eve Jones, Jeffrey Lee, Roma Nandlal, Jim Orloff

Guests: Aracely Aguiar, Ellie Kim, Tina Macica, Jessica Pineda, Steve Ramirez, James Turner

1. Welcome: The meeting was called to order at 3:08 p.m.

2. Your Items:

   - Building and improvement issues (Academic Affairs): Upon consultation with the faculty and division chairs, Academic Affairs has put together a list of campus improvement topics to be discussed.

     Task: Turner staff will meet with R. Sprague to go over the items on the list. An update will be given at the next meeting.

3. Odds/Ends

   - Allied Health and Wellness Center – Design Award: M. Rocha attended the design award luncheon in Sacramento on Tuesday, November 3, 2009. The Annual Community College Facility Coalition awards are given to entities that are involved in the community college building projects. West is the first in the district and one among the three California colleges that were nominated. West won the award in the LEEDS Platinum Building category.

   - EIR/MOU – Citizen’s Oversight: T. Macica from BuildLACCD is working on putting together the new EIR and MOU for West. A formal Notice of Preparation will be sent out soon. One of the District requirements for the EIR process is to have a Citizen’s Oversight Committee that will review the construction projects and ensure that they are within the scope of the ballot initiative. The committee will meet twice a year.
T. Macica’s contact information: (310) 287-4383, (201) 304-8009, tina.macica@build-laccd.org

Task: Anyone who would like to recommend a candidate to serve in the Citizen’s Oversight Committee can send their input to V. Nesia.

- **Alliance to Save Energy:** E. Kim and two WLAC interns J. Turner and J. Pineda gave the committee an overview of the Alliance to Save Energy’s Green Campus Program. The program primarily consists of student-led efficiency projects that promote awareness to the environmental issues on campus and nearby community. They recruit campus representatives to participate in their advisory council. Turner will provide them with guidance and information in the green building construction areas.

  Task: E. Kim will give an overview of the program to the following groups: Faculty Senate, College Council and ASO. She will give an update at the next meeting.

  Based on E. Kim’s report, BPMC will make a decision on how to proceed on the formation of the advisory group for the Alliance to Save Energy.

- **SSB Food Court Update:** With the assistance of the District General Counsel Office, a Request for Information (RFI) session has been scheduled for Tuesday, November 17, 2009 at 10 a.m. in the ATA-116. Food service vendors are invited to attend and give their feedback. It will be used toward the process of seeking for proposals. **The result will be reported at the next meeting.**

- **Building Naming Process – Survey Result:** Handout on the survey result was distributed. More people voted for the Functional naming method. The Senate made a recommendation to expand categories for naming building and/or streets at WLAC to include a memorial category, with special reference to Tammy Lockhart.

  Task: BPMC is to review the survey result and the senate’s recommendation in making its proposal for the naming convention. **It will be discussed at the next meeting.**

4. **Campus Projects Team Update** (L. Hickman): L. Hickman went over the updates on the BuildLACCD Immediate Benefit Project Update (October 30, 2009) handout.

A question was raised regarding the Computer Refresh Program. New computers are being ordered for those who will be moving into the MSA Building. Some of the new computers can be diverted to replace broken computers if needed.

  Task: A. Randall will do the computer order based on list she receives from the deans who will work with the division chairs on prioritization.

A concern was raised regarding the computers in the classrooms being too slow.

  Task: Do a work order to have I.T. check the computers and report the findings to the BPMC.
Progress: V. Nesia contacted I.T. regarding the issue.

5. **Move Management Report**: A. Randall gave an update on the MSA Building timeline, logistics for the move, new equipment, etc. Two “hard hat” tours for the MSA Building have been scheduled. A. Randall and other support people will be in the building for two weeks after the move to provide assistance with any move-related problems. The Mathematics Department is scheduled to move to the D complex on November 16, 2009.

6. **Progress report (B. Miller)**:
   - **Update/Completion Date on Permanent Road, MSB, Pedestrian Mall**: The permanent road will be officially operational in mid January 2010. The Pedestrian Mall is finished.
   - **Update/Completion Dates SSB, GCB Projects**: Projects will finish in July 2010.
   - **Progress on NPS/Plant Facilities and Health-Wellness Complex**: DSA will complete its review by February 2010. Work on the D swing space has already begun, and it is expected to be completed by January 2010.

   **Action**: After the discussion, a provisional decision was made to keep BHSS, and the Bookstore, in its current location until the GCB is ready for occupation. M. Rocha will revisit the issue at the next meeting and make a final decision.

   - **DSA Submission Timelines for TLC/Watson Center**: TLC and Watson will go to DSA in January 2010.
   - **Design Build Timeline for Student Union**: The programming phase has been completed, and it is currently being reviewed for budget issues.

7. **Winter and spring parking and routing plan report (J. Oester)**: The parking and routing plan will depend upon the MSA Building and permanent road completion. A map showing the draft plan was distributed.

   **Task**: To come up with options for the plan and present it at the next meeting.

8. **Satellites (M. Rocha)**: There is no new update.

   - **LAX Update**: The LAX hospitality job grant continues to be in progress. Decisions on the development of the property will be on hold.

9. **Other Items**: None.

The meeting was adjourned at 5:01 p.m.