Building Program Management Committee Meeting

MEETING SUMMARY
Thursday, September 3, 2009
Winlock Lounge

Present: Allan Hansen, Leighton Hickman, Jeffrey Lee, Tony Michelman, Bob Miller, John Oester, Rod Patterson, Angela Randall, Betsy Regalado, Mark Rocha, Abel Rodriguez, Olga Shewfelt, Bob Sprague, Alice Taylor, Jane Witucki

Guests: Kirk Stewart (WWCOT Architect)

1. Welcome: The meeting was called to order at 3:13 pm.

2. Your Items:
   
   • J. Lee commended J. Oester for the preparation for the first week of fall semester and stated his concern about the trash issue. It was clarified that the trash issue was not related to the construction. The notice regarding the trash was in response to the reduction in the afternoon custodial staff, but it was not meant for people to have to empty their trash. The flyer was created to encourage students and faculty’s participation in keeping the classrooms clean. The staff issue will be reworked. New solar-top trash containers that can compact trash have been placed in some areas of the campus.

   • R. Patterson thanked L. Hickman, Plant Facilities and everyone involved in putting together President Obama’s Presidential Speech live coverage, nationwide broadcast on September 8, in FA 100 and making it available for faculty, staff and students.

3. Odds/Ends
   
   • SSB Food Court Update (J. Oester): One company Sodexo submitted a proposal to manage the food court. Their proposal stated that they would manage the food court and cover for any losses for a $25,000/year management fee for the first few years. The college considered paying for a management fee is unnecessary because there should be enough revenue generated; however, Sodexo could not waive the fee because they did not yet have supporting data. The delay of construction will give the college an additional nine months to work on the food service. J. Oester has been working with K. Walton in recruiting restaurants from the surrounding areas. If anyone knows any interested party, please refer them to J. Oester. T. Michelman will
work with J. Oester to find another food management company.

- **Alternative Energy Update**: There is no new update on this subject. Any bond related projects would be discussed in this committee before they go forward. West is by far the greenest among the nine colleges. West is the only campus that has a shuttle program for students that not only reduce gasoline consumption but also reduce carbon footprint.

- **Building Naming Process – WWCOT Presentation (K. Stewart)**: The building naming protocol has been discussed several times in the past six to seven months. The goal is to come up with a practical way of naming buildings, rooms and others that will stand the time, such as using functional or thematic names. New names that describe geographical location could be given to the streets on campus, for example Upper Walk for the South parking lot and West Drive for Freshman Drive, etc. There would be naming opportunity for future donors as well. The new buildings’ names can be a mix of inspirational and functional themes such as Hollywood Center or Industry Hall for the Aviation Building (ATA) or Motivation Hall for the Academic Affairs Office.

  A suggestion was made on sending out a survey and getting feedback from students and faculty regarding the names of the buildings. The current presentation boards would be posted in Winlock Lounge. Another suggestion was to prepare a naming-opportunity brochure for future donors and possibly do a formal fundraising. K. Stewart would come back with other possible names.

4. **Campus Projects Team Update** (L. Hickman): L. Hickman went over the updates on the *BuildLACCD Immediate Benefit Project Update (August 25, 2009)* handout.

5. **Move Management Report** (A. Randall): The ten classrooms in the D Village by Lot 7 were ready for the first day of the semester. Each classroom can accommodate 70 students. Phase 2 project was faculty offices and tutoring rooms, and it was near completion. Phase 3, swing space of the ‘A’ building would be reported next month.

  To ensure security, all rooms in the D Village were kept locked at all times because there projectors and computers in them. There should be a place for students to wait for their classes when the weather gets colder or when it rains. One suggestion made was to have a security guard opens the rooms and then stays until the classes start. There should be a better way to secure the equipment that would enable rooms to be left open. This issue would be added to the agenda for the next meeting for discussion.

6. **Progress Report** (B. Miller):

   - **Update/Completion Date on Permanent Road, MSB, Pedestrian Mall**: The road will be ready around the end of October or in the early November and to be opened in February 2010. The Math and Science building will be ready for the Spring 2010 semester. Equipment and furniture can go in sometime in January. Pedestrian Mall was still in coordination and should be ready in mid October. Once done, it would be
the focus area on campus.

- **Update/Completion Dates SSB, GCB Projects:** Everything was on schedule, and it was expected to be ready by the end of August.

- **Progress on NPS/Plant Facilities and Health-Wellness Complex:** NPS was waiting for DSA approval. Health-Wellness complex plan will be submitted at the end of September or in early October.

- **DSA Submission Timelines for TTC/Watson Center:** The schematic design has already been started, and it should go to DSA by December, which was ahead of schedule.

- **Design Build Timeline for Student Union:** The programming process would wrap up by the end of September or in the early October.

7. **Fall Parking and Routing Plan Report (J. Oester):** Plant Facilities and the contractors did a good job getting the parking lots ready, and there were no parking problems during the first week of school.

8. **Progress Report: Land Development Update:** There was no new development.

   - 10100 Jefferson and Lot 7 officially shelved.

9. **Satellites:**

   - **LAX Update:** No movement in developing the physical site. Work was primarily on developing curriculum for the CTE collaboration. The $630,000 grant money from the City brought in by Vice Chancellor Marvin Martinez was shared with our partners-Harbor and Southwest. The program involved trainings and job placements in the new hotels in the Hollywood and downtown LA areas. The college did the screening, but the hotels determined the participants because of the job placement element. Demands for certain job areas were higher. The union involvement may attract new hotels’ participation.

10. **Other Items:** None.

The meeting was adjourned at 4:48 p.m.