

El Camino College – Office of the President  
Minutes of the Facilities Steering Committee February 6, 2017

**Purpose Statement:** The Facilities Steering Committee will provide input for Program Planning, review related documents, and make recommendations for the Facilities Master Plan; updated information will be distributed to constituents represented by committee members.

**Strategic Initiative C – Collaboration:** Advance an effective process of collaboration and collegial consultation conducted with integrity and respect to inform and strengthen decision-making.

**Members Present:** Tom Brown, Dena Maloney, Rory Natividad, Jeanie Nishime, Susan Pickens, Jean Shankweiler, Angela Simon, Luukia Smith, Ericka Solorzano, Claudia Striepe

**Guests, Alternates and Support Staff Present:** Bob Bradshaw, Irene Graff, Dipte Patel, Berkeley Price, Deborah Shepley

1. The minutes of November 30, 2016 were approved with corrections.
2. The complete agenda is posted [here](#).
3. The 2016/2017 Facilities Steering Committee Goals were revised as follows:
  - a) Strengthen the Facilities Steering Committee’s understanding of facilities planning topics, and share information with constituent groups.
  - b) Set standards and expectations for new building projects before being presented to user groups for input.
  - c) Develop a process to understand and communicate with constituent groups the Facilities Master Plan implementation updates.
4. Website Updates/Renderings – It was reported that there are some renderings posted on the website. There will be an update at the next Facilities Steering Committee.
5. Map of Single Use Restrooms – Tom Brown distributed a map and proposed four locations where an existing single-use restroom (staff) could be re-designated as a gender-neutral restrooms available to staff and students. During the meeting, a fifth location was identified. The locations are as follows:
  - a) Art and Behavior Sciences Building
  - b) Communications Building
  - c) Natural Science Building

- d) Social Sciences Building
- e) South Gym
- 6. Deborah Shepley gave an informational presentation on *Integrated Planning*.
- 7. The Proposed Plan for Spring 2017 Facilities Steering Committee Presentations was reviewed and the topics were approved by committee members. It was noted that the Universal Design Concepts/Standards presentation will have to be rescheduled to another date.
- 8. The Facilities Master Plan Report for January 2017 was presented by Tom Brown.
  - a) Administration Building – Occupants will be moving during the end of February and the beginning of March.
  - b) Athletic Education and Fitness Complex Project Phase 2 is complete.
  - c) Lot C Parking Structure completion date is 5/31/17.
  - d) Manhattan Beach Blvd. Traffic Signal Project completion date is 9/29/17.
- 9. The Draft Announcement – Summary of Facilities Steering Committee Meeting was reviewed. This summary was developed as a convenient tool for Facilities Steering Committee members to use for sharing information with their stakeholders. Members can use this summary as part of their report out to stakeholders, or choose another method as they wish.

#### Future Agenda Items

- 1. Review Making Decisions at El Camino College document
- 2. Status on Website Update with Project Renderings (Ann Garten)
- 3. Universal Design/Campus Standards (Deborah Shepley)
- 4. Access (Rory Natividad and Gary Greco)