

El Camino College – Office of the President
Minutes of the Facilities Steering Committee April 3, 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, Ann Garten, Jo Ann Higdon, Dena Maloney, Rory Natividad, Susan Pickens, Jean Shankweiler, Angela Simon, Luukia Smith, Ericka Solorzano, Claudia Striepe

Guests, Alternates and Support Staff Present: Jose Anaya, Irene Graff,

1. The minutes of March 13, 2017 were approved as presented.
2. The complete agenda is posted [here](#).
3. The Facilities Steering Committee (FSC) Orientation Packet was reviewed and approved with the following changes: Page 2, Integrated Planning Resources section: add link to Facilities Steering Committee Presentations; Page 4, Membership roster: replace Kristie Daniel-DiGregorio with Claudia Striepe. Once the document is updated it will be sent to FSC members and posted on the FSC webpage.
4. The *Making Decisions at El Camino College* document was reviewed.
5. The Facilities Master Plan Report for April 2017 was presented by Tom Brown.
 - a) Administration Building Demolition Project – The bid opening was on Monday, March 31, 2017. The bid award will be on the June 2017 Board agenda. The demolition will probably occur after July 4th.
 - b) Student Services Building – The footings are now being poured.
 - c) Channel Parking Lot F Structure Improvement Project – This project is now in phase 3 which is the last phase. Phase 3 is the northern part of the structure. This portion of the structure is now closed. The construction end date has been extended to summer.

- d) Lot C Parking Structure – It was reported that some high voltage lines had to be moved and some sidewalks had to be elevated. It is hoped that a portion of the lot will be available for staff parking by the end of May.
- e) Manhattan Beach Blvd. Traffic Signal Project – The third and final permit was obtained on March 20, 2017. The traffic signal can now be installed. This should be completed by the middle of August.
- f) Gymnasium – The footings and foundations are now being poured. There were some delays due to the rain.
- g) Fire Academy – This project is on hold while other options are being investigated.
- h) Student Service Center/Activities Demolition – The demolitions will occur once the occupants have moved into the new building.

6. Future Meeting Dates (2:30 – 4:00 p.m.):

- a) May 1, 2017 (Library 202)
- b) June 5, 2017 (Library 202)
- c) July 3, 2017 (Library 202) – It was noted that this meeting date may need to be changed due to the 4th of July holiday.
- d) August 7, 2017 (Library 202)

7. Other

- a) The Academic Senate office has no designated space in the new building plans.
- b) Some faculty do not know how to use the Lock Bloks. A link to a Lock Blok demonstration video can be found on the Campus Police Homeland & Disaster Preparedness Information webpage. The YouTube demonstration video can be found [here](#).