

El Camino College – Office of the President  
Minutes of the Facilities Steering Committee May 1, 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, Jo Ann Higdon, 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, Gary Greco, Dipte Patel, Berkeley Price, Deborah Shepley

1. The minutes of April 3, 2017 were approved as presented.
2. The complete agenda is posted [here](#).
3. Universal Design Concepts/Standards Presentation was given by Gary Greco, Rory Natividad, and Deborah Shepley. The presentation is posted [here](#).
4. Responses to the Questions for the Facilities Steering Committee:
  - a) The sign for the President’s Office is in place. There are 22 no skateboarding signs installed throughout campus. Signs for the Academic Senate and Public Relations offices are in progress.
  - b) The Academic Senate office has been added to the list of campus functions needing a permanent space.
  - c) Tom Brown reported that he is aware of the incorrect clocks around campus. He stated that since there is only one electrician the priority is correcting items that pose health and safety risks.
5. The Groundbreaking for the Student Services Building will be May 22<sup>nd</sup> at 3 p.m.
6. Lot C – The first floor is now open for employees only. The lot cannot be opened for student use until the traffic signal is installed.

7. Campus Functions/Operations Needing a Permanent Space – The following ECC Function/Operations are in need of a permanent space:
  - a) ECCE Office
  - b) ECCFT Office
  - c) POA Office
  - d) Academic Senate Office
  - e) Food Pantry
  - f) Student Health Center
  - g) KEAS Center
  - h) RISE Center
  - i) Faculty/Staff Lounge
  - j) Faculty Innovation Center
  - k) Fire Academy (temporary)
  - l) American Sign Language (ASL)
  - m) Dining Areas (covered)
  
8. The Facilities Master Plan Report for May 2017 was presented by Tom Brown.
  - a) Administration Building Demolition Project – The demolition has been delayed.
  - b) Channel Parking Lot F Structure Improvement Project – The construction completion has been delayed to July 2017.
  - c) Lot C Parking Structure – The first floor is now open for employee parking.
  - d) Fire Academy – This project is on hold while other options are being investigated. One option under consideration is to hold classes here at ECC with re-locatable trailers in Lot L.
  
9. Future Meeting Dates (2:30 – 4:00 p.m.):
  - a) June 12, 2017 (Communications 109)
  - b) July 2017 – no meeting
  - c) August 7, 2017 (Library 202)