

Student Services Area Council Meeting

December 10, 2019, 2:00am-3:00am

SSVC 245

Attendees: April Bernabeo, Marco Colom, Junnette Fariolen, Brian Krause, Ann Libadisos, Ross Miyashiro, Lucy Nelson, Diane Swendell, Nina Wong

Guest: Jorge Gutierrez, Executive Director – Facilities Planning and Services

The meeting began at 2:06 p.m.

Review of the Draft November 8, 2019 Meeting Minutes

1. Discussed the power outage in the Student Services Building that occurred last Wednesday morning. The flickering on/off lights affected some computers sharing the same circuit. Jorge Gutierrez explained the issue involved a software glitch that was repaired.
2. The meeting minutes were approved with no changes.

OLD BUSINESS

Status of Student Services Building – Update (Jorge Gutierrez)

1. A contract was awarded to remove the old Student Services Center and fencing will be installed next week. The contractor will provide a detailed schedule. This project will change campus paths of travel. The demolition project will be complete in 6 months. The Behavioral & Social Science building construction is expected to begin in August 2020.
2. Campus Police planned to host a multi-agency training in the old Student Services Center before it is demolished; Jorge will verify the training dates with Chief Trevis.
3. The Department of State Architects (DSA) reviewed and approved plans for the Behavioral & Social Science project.
4. The Pool-Classroom project estimated completion time: summer 2020. The Gymnasium project is complete.
5. The Gymnasium and Student Services Building have punch list items still pending.
6. Waiting to close the Student Services Building project with DSA. Still need to redesign service windows in A&R, Financial Aid, EOPS and Counseling.
7. Pricing for additional and upgraded furniture in the Student Services Building. Ergonomic equipment is priority.
8. Finalizing the design for a 2-story 'butler' Construction Technology building. Students can construct projects under cover of a butler building.
9. Finalizing the design of the new Bookstore Café.
10. School's First Credit Union turned down a proposal to move the old ATM to a new site outside the Bookstore; they felt it was a low traffic area. Will propose two other sites pending credit union approval.
11. Student Development/Student Activities Center moved into the portable classrooms off Manhattan Beach Blvd. There is a plan to remodel the Communications first floor (basement) for their future home. Possible move-in date: end of winter 2020.

12. No word from Los Angeles County when the current roadwork on Manhattan Beach Blvd. will be complete.
13. Jorge can arrange a tour of the Gymnasium for the Area Council committee.
14. Facilities will request bids to install more campus lighting. Will purchase a new generator for Campus Police.
15. Still need to remove some projectors left in the old SRC office. Jorge will check to see if the projectors are still there before demolition. Ross will walk to the old building this afternoon and check the high tech center where the projectors are mounted in the ceiling. Suggested using the same type of TV screen used at the Information Desk instead. Shorter counters for SRC are on order.
16. Planned to demo the bridge connecting the old Student Services Center and Communications Building when classes are not in session. Reviewing how to remove the bridge without disruption to programs (Community Education), classrooms and offices in the Communications Building.

Helping Students in the Hall of the Student Services Building – Update & Discussion

1. The QLess queueing management system costs \$25,000/year not \$60,000-\$80,000/year as previously reported.
2. Campus Calibrate does not work with card readers.
3. Will table this discussion to a future meeting.

Equity Initiatives

1. The equity program will be overhauled. Leaning towards having the program focus on equity and closing equity gaps.
2. Student Equity & Achievement will sponsor the Queer is Love Conference in March. President Maloney would like Student Equity & Achievement to continue supporting the Student Leadership Institute (SLI).

NEW BUSINESS

What do Classified Professional want for Classified Appreciation Week?

1. Recommendations for Classified Appreciation Week:
 - a. Food - the President's Office will provide funding for the classified day's event.
 - b. Suggested bringing back the staff versus management softball game. It was difficult to hear the game's announcers from the outfield during the last event. Suggested using a DJ – maybe contact ECC's yoga instructor, Brandon Alcocer who is also a DJ.
 - c. Suggested having a staff versus management volleyball game at the sand courts.

Health Center and Special Resource Center Transition to Student Services

1. Ross will host a Student Services classified party at his house in January or early May to welcome SRC and Health Center to Student Services.
2. Will begin meeting with managers early to discuss transitioning both offices to Student Services by July 1, 2020.

3. What should be done prior to move?
 - a. Suggest changing the staff lounge locks to a key card entry system without a code. Recommended making one of the doors automatic.
 - b. Both academic courses in SRC - EdDev and Sign Language - may move from SRC to Academic Affairs. Sign Language is still up in the air. EdDev courses are a combination of Academic Strategies and Human Development courses for learning differences.
 - c. SRC staff discussing a new name for their department. One suggestion: Access Center for Education (ACE).
 - d. Recommended including non-management representatives from SRC and the Health Center in the transition meetings.

The meeting adjourned at 3:14 p.m.