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**COLLEGE FACILITIES
 MASTER PLAN COUNCIL**

MEETING NOTES

January 27, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, January 27, 2006, at 2:00 p.m. in F106.

Members Present: Geraldine Perri, Erik Berliner, Cristina Chiriboga, Jim Custeau, Sal Espiritu, Jan Ford, Carol Lloyd, Brad Monroe, Lyn Neylon, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter, and Madelaine Wolfe

Member Absent: Beth Appenzeller

Guest: Joe Minner

For informational purposes, Dr. Perri reviewed the Board of Governors State Building Program Expenditures.

BOG State Building Program Expenditures

Mr. Minner provided a Facilities Project Update using a PowerPoint Presentation from the last Governing Board meeting on 1/17/06. The following construction projects were highlighted:

Facilities Progress Update

- Science/Technology Mall
- Communications Arts
- Student Center

Mr. Reuter distributed and reviewed the college's Summary of Major Project Timelines.

Mr. Reuter announced that walkthrough bids for the Student Center are in progress.

Mr. Suter distributed a map to show walkway re-routing during the Student Center Construction. Council discussed challenges to pedestrian traffic. Dr. Perri requested additional signs to be posted to facilitate student walkways and street crossings near the Comm. Arts building.

Mr. Suter, using the aerial photo of the college, discussed the options proposed for contractor parking during construction of the Student Center. Construction parking will be in the dirt area next to the lower soccer field.

Student Center Contractor Parking

Dr. Perri distributed save-the-date cards for the Student Center Groundbreaking. T-Shirt sales for the event will be available in additional locations (in front of the Coyote's Den and the F building). Assistant Dean Barrett to re-send the e-mail for purchase of T-shirts.

Student Center
Groundbreaking

Vice President Satele distributed a sheet with funding for the Student Center. Dr. Perri stated that the Student Center is fully funded by Prop R with no matching funds. Vice President Satele recommended that funds to cover the increased Student Center costs would be shifted from the proposed Bus/CIS building. Council discussed utilizing donors and naming buildings as a way to off-set the construction costs and redirect funds to Bus/CIS.

Proposition R.
Reallocation

Dr. Wolfe to coordinate communication with the Bus/CIS faculty regarding the change in funding to the building. Dr. Wolfe suggested revisiting the secondary effects of the Bus/CIS temporary classroom status.

Dr. Perri stated that a final cost adjustment to the Student Center is anticipated in the next few weeks.

It was suggested by Mr. Monroe and agreed to by Council members that in order to ensure that adequate funds are provided for the Student Center, Vice President Satele utilize funds from Bus/CIS should the Student Center exceed the estimate provided to the Council today. Mr. Reuter indicated that he would have a more definite dollar amount within the next two (2) working days. Vice President Satele to keep Dr. Perri abreast of funding developments as they occur.

Mr. Minner provided an update from the last CBOC meeting. A recent audit of the CBOC's financial & performance activities was conducted and completed with no recommendations noted.

CBOC

Meeting adjourned at 3:00 p.m.

Adjournment

<p>COLLEGE FACILITIES MASTER PLAN COUNCIL</p> <p><i>MEETING NOTES</i></p>
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February 28, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, February 24, 2006, at 2:00 p.m. in F106.

Members Present: Beth Appenzeller, Erik Berliner, Cristina Chiriboga, Sal Espiritu, Jan Ford, Brad Monroe, Lyn Neylon, Eric Preibisius, Erik Reuter, Arleen Satele and David Suter

Members Absent: Geraldine Perri, Jim Custeau, Carol Lloyd and Madelaine Wolfe

Chaired by Vice President Arleen Satele

Vice President Satele reviewed the City of San Diego Department of Public Works letter dated 1/25/06 relating to the construction to widen the lanes on State Route 54 (Jamacha Rd) beginning in February 2006, anticipated completion is Summer 2007.

State
Construction
Work – Route 94

Mr. Reuter reviewed the Cuyamaca College Facilities Master Plan Council Construction Update dated 2/24/06. The update was accompanied by:

Construction
Update

- Progress photos of the Communication Arts retaining wall, the Science and Technology Mall and the Student Center as of February 2006.
- Pictures of the Planned Temporary & Permanent Parking Lots

Discussions regarding whether there is a possibility of turning the construction contractor's lot into a permanent lot in the future

Mr. Suter distributed the list of Infrastructure Unallocated Projects. He described each project listed. Vice President Satele indicated that Council members can add to the list if they know of additional projects, however, current available funds have already been earmarked for the items listed.

Vice President Satele indicated that opening bids for the Student Center came in within estimates, however two outstanding bids remain: ceiling tile and glass; and the RFP for food vendors poses a challenge because of the capital improvement expenses to be incurred by the vendors. Final costs for the building are anticipated at the end of the month.

Student Center
Budget

Vice President Satele distributed the current Prop. R. Funding Status for Cuyamaca College.

Prop. R Budget

Adjournment at 2:50 p.m.

Adjournment

<p>COLLEGE FACILITIES MASTER PLAN COUNCIL</p> <p><i>MEETING NOTES</i></p>
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March 24, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, March 24, 2006, at 2:00 p.m., in F106.

Members Present: Beth Appenzeller, Eric Berliner, Paul Boatner, Jim Custeau, Sal Espiritu, Jan Ford, Carol Lloyd, Joe Minner, Lyn Neylon, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter and Madelaine Wolfe

Member Absent: Brad Monroe and Geraldine Perri

Chaired by Vice President Arleen Satele

Mr. Reuter distributed and reviewed the Construction Update of March 24, 2006.

Facilities
Update

The Campus Signage Ad Hoc Committee met on March 1, 2006, with Harmon Nelson Inc., another meeting is scheduled for March 29. The ad hoc committee will meet on a monthly basis. The campus marquee on the Fury Lane entrance is their first item to design.

Campus
Signage

Signage for the One-Stop Center has not yet been determined. A study is in progress to determine the pros and cons of alpha or numeric building identification.

On March 10th, a memo was forwarded to the Chancellor indicating that the name of the Science & Technology Mall be called "The Wendell Cutting Science and Technology Center."

Naming of
Science
Building
Update

Mr. Suter attempted to show a live camera display of the three construction sites, but had technical difficulties with the projector. Council members can observe the work on the sites by:

Construction
Cameras

- Step 1: Opening Internet Explorer and typing in the address box:
 - 10.101.8.1 (This is for viewing Sci Tech Mall)
 - 10.101.8.2 (This is for viewing Student Center)
 - 10.101.8.3 (This is for viewing Comm Arts)

- Step 2: In the pop-up box enter:
 - User Name: SiteUser
 - Password: 4siteuser

- Step 3: Click on the tab that says "single".

Adjournment at 2:50 p.m.

Adjournment

**COLLEGE FACILITIES
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MEETING NOTES

April 28, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, April 28, 2006, at 2:00 p.m., in F106.

Members Present: Geraldine Perri, Erik Berliner, Paul Boatner, Carol Lloyd, Lyn Neylon, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter and Madelaine Wolfe

Member Absent: Beth Appenzeller, Cristina Chiriboga, Jim Custeau, Sal Espiritu, Jan Ford and Brad Monroe

Dr. Perri introduced Paul Boatner as a new member of the Council. Dr. Boatner will be replacing Marsha Fralick.	Introductions
Mr. Suter displayed the progress on the Student Center using a time-lapse presentation.	Facilities Update
Mr. Reuter distributed the Cuyamaca College Construction Update dated March 2006. Using a PowerPoint presentation, he also reviewed the progress of all of Cuyamaca College construction projects for the first quarter of the 2006.	
Dr. Perri stated that the resolution passed by the Academic Senate to name the Science & Technology Mall the Wendell Cutting Science & Technology Center was forwarded as a request to the Chancellor; and the college is awaiting a response.	Naming of Building Update
Mr. Suter distributed a handout of the staff parking analysis. The handout included areas where speed dots would be installed to slow the flow of traffic on college roads. As well, he presented a proposal to increase staff parking and provide additional handicapped parking along the Exercise Science Fire Road.	Exercise Science Fire Road
Dr. Perri referred to the Cuyamaca College Statement of Ed. Plan, which is on file at the State. The Plan is updated annually; the document updates are shaded in gray. Council members were asked to review the document and provide Vice President Satele with comments.	Cuyamaca College Ed. Plan Statement
Meeting adjourned at 2:52 p.m.	Adjournment

<p>COLLEGE FACILITIES MASTER PLAN COUNCIL</p> <p><i>MEETING NOTES</i></p>
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May 26, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, May 26, 2006, at 2:00 p.m., in room F106.

Members Present: Geraldine Perri, Eric Berliner, Paul Boatner, Sal Espiritu, Jan Ford, Carol Lloyd, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter and Madelaine Wolfe

Member(s) Absent: Beth Appenzeller, Cristina Chiriboga, Jim Custeau, Brad Monroe, and Lyn Neylon

Guest(s): Joe Minner

Mr. Reuter distributed copies of the Cuyamaca College Facilities Update dated 5/26/06 and discussed each project listed. The update was augmented with pictures of each construction project (Student Center, Science & Technology Mall and the Communication Arts Center). For the BUS/CIS building: Mr. Reuter to investigate the photometric impact of lighting on the Astronomy program.

Facilities Update

Vice President Satele distributed the Summer '06 Construction Projects for scheduled roadway and parking lot closure. Mr. Suter displayed a map which further clarified the changes to roadways and parking lots. July 3-7, the Athletic Department will be notified of track lot closure.

Mr. Suter showed a time-lapse video clip for the three construction projects: Communication Arts Center, Student Center and the Science & Technology Mall.

Vice President Satele distributed documentation for the Cuyamaca College Parking Lot 2a & 2b shortfall funding. She stated that 5/2 is the date for opening bids for the Parking lot 5 expansion. The project is at a shortfall amount of \$272,496. She used the Prop R Funding Status chart to show the reallocation of funds to address the shortfall. President Perri indicated that the Budget Committee and President's Cabinet reviewed the reallocation. It was the consensus of the College Facilities Master Plan Council to move forward with the reallocation of funds as proposed.

Parking Lot Construction & Funding Reallocation

Vice President Satele distributed the updated Cuyamaca College Statement of Energy Plan.

Statement of Energy Plan

Adjournment at 3:00 p.m.

Adjournment

**COLLEGE FACILITIES
MASTER PLAN COUNCIL**

MEETING NOTES

August 25, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, August 26, 2006, at 2:00 p.m., in room F106.

Members Present: Geraldine Perri, Paul Boatner, Marvelyn Bucky, Cristina Chiriboga, James Duddy, Jan Ford, Carol Lloyd, Joe Marron, Brad Monroe, Eric Preibisius, Erik Reuter, Arleen Satele, David Suter and Madelaine Wolfe

Member(s) Absent: ASCC Rep and Jim Custeau

Guest(s): Joe Minner, Gafcon; and Harmen Nelson, Signage Consultant

Council members and guests introduced themselves and the constituent groups or organizations they represented.

Introductions

Mr. Nelson provided an overview of the proposed signage for the college. Vice President Satele provided a handout depicting the new building numbering/lettering system. Concerns were voiced regarding:

Campus
Signage

- "P" building – consensus not to use the letter "P" as a building designation
- Possibility of locator signage for the amphitheater
- Consideration for discussions with museum regarding changing their designation
- Electronic board for the Student Center
- Cuyamaca Drive West signage – discussion with the County
- Council endorsed the lettering plan as presented
- Consideration designation proposed for the Water Conservation Garden as Building "W"

Additional concerns and/or comments should be directed to Vice President Satele by 9/1/06.

Mr. Suter provided a pictorial presentation of the construction progress. The following is a list of additional information items:

Construction
Update

- Bus/CIS contractor has been selected and approved by the Governing Board – LPA
- Council received a handout on the college gate closure project. The handout depicted areas where gates would be repaired/replaced or installed. The college entrance gates will be closed from 11:00 p.m. to sunrise. As well, the Governing Board approved the temporary hiring of additional security personnel during construction.
- Mr. Suter to schedule an additional Science & Technology Mall tour for the College Facilities Master Plan Council.

<p>Vice President Satele distributed copies of the GCCCD Prop R Funding Plan as presented to the Governing Board at the August meeting. She indicated that reallocations may be planned for November.</p>	<p>Prop R Funding</p>
<p>Vice President Satele distributed information on the upcoming topping off events:</p> <ul style="list-style-type: none"> ▪ Communication Arts Center - 9/1 @ 10:00 a.m. ▪ Student Center – 9/5 @ 10:00 a.m. 	<p>Topping Off Ceremony</p>
<p>Dr. Perri provided an update and Council discussed the status of the county’s lawsuit regarding the Cuyamaca College EIR.</p>	<p>Cuyamaca College EIR</p>
<p>Meeting adjourned at 3:52 p.m.</p>	<p>Adjournment</p>



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**COLLEGE FACILITIES
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MEETING NOTES

September 22, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, September 22, 2006, at 2:00 p.m., in room F106.

Members Present: Geraldine Perri, Marvelyn Bucky, Carol Lloyd, Joe Marron, Erik Reuter, Arleen Satele and David Suter

Member(s) Absent: Paul Boatner, Cristina Chiriboga, James Duddy, Jan Ford, Brad Monroe, Madelaine Wolfe and Anthony Zambelli

Mr. Suter displayed a photo presentation on the progress of construction projects. The presentation included a narrative update and aerial photographs. The following projects were highlighted:

- Science & Technology Mall
- Comm. Arts
- Student Center
- Track Resurfacing
- Bus/CIS
- HVAC
- Campus Signage
- Fire Buffer Zone
- Gate Installation/Closure (a contact number will displayed at the gate)
- 2005-06 Completed projects

Construction
Update

Vice President Satele distributed a flyer announcing the Athletic Track Resurfacing Ribbon Cutting event on Thursday, October 5th at 10:00 – 11:00 a.m.

Track
Resurfacing

Mr. Suter provided a tour of the Science & Technology Mall.

Tour of
Sci/Tech Mall

Meeting adjourned at 2:25 p.m.

Adjournment



**COLLEGE FACILITIES
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MEETING NOTES

October 27, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, October 27, 2006, at 2:00 p.m., in room F106.

Members Present: Marvelyn Bucky, James Duddy, Carol Lloyd, Joe Marron, Arleen Satele, David Suter and Madelaine Wolfe

Member(s) Absent: Paul Boatner, Cristina Chiriboga, Jan Ford, Brad Monroe, Geraldine Perri and Erik Reuter

Guest(s): Jim Custeau and Joe Minner

Chair: Dr. Joe Marron, Vice President Student Development & Services

Mr. Suter provided a PowerPoint update on the following construction projects:

- Science & Technology Mall – on schedule
 - Move dates:
 - 12/18-22 – Phase I
 - 4/2-7 – Phase II
 - 6/4-8 – Phase III
- Communication Arts Building
- Student Center
- Track resurfacing – completed
- Bus/CIS Building – beginning internal programming phase
- Emergency Power & Server Room – HVAC
- Campus Signage
- Fire Buffer Zone
- Gate Installation
- Secondary Effects – planning on the relocation and modernization of the A-H buildings
- Asphalt Assessment
- Completed projects (2005-2006)

Facilities
Update

Mr. Minner addressed the progress on the following Prop R:

- Bus/CIS
- Prop R Cash flow funding plan
- Pay Application tracking
- Use of contingency
- Prop R Quarterly Expenditures
- Cuyamaca College Projects

A tour was conducted of the Science & Technology Mall and Student Center construction sites.

Science Tech
Mall Walking
Tour
Adjournment

Meeting adjourned at 3:40 p.m.

<p>COLLEGE FACILITIES MASTER PLAN COUNCIL</p> <p><i>MEETING NOTES</i></p>
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November 17, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, November 17, 2006, at 2:00 p.m., in room F106.

Members Present: James Duddy, Jan Ford, Carol Lloyd, Joe Marron, Arleen Satele, Erik Reuter, David Suter, Madelaine Wolfe and Tony Zambelli

Member(s) Absent: **Cristina Chiriboga**, Paul Boatner, Marvelyn Bucky and Geraldine Perri

Chair: Arleen Satele, Vice President, Administrative Services

Dr. Zambelli expressed his concern regarding the students' ability to walk in opposite directions from the staff parking lot through the green and up to the F building. Presently the path is too low and narrow. He inquired about plans to widen and raise the path to alleviate flooding when it rains. Vice President Satele stated that a study of the path will be conducted and follow-up will be provided at the next College Facilities Master Plan Task Force meeting.

Campus Pathways

Dr. Zambelli also indicated his safety concerns regarding auto traffic next to the trailers; and the area next to A building where students are being dropped off and service/delivery trucks park. He noted that this issue was discussed at Academic Senate. Vice President Satele informed him that a presentation is being prepared addressing the parking issues and how the Bus/CIS building construction will alleviate the problem. Perhaps efforts to change the drop-off area can begin sooner in preparation for the construction of the building. A short-term solution will be researched.

Campus Traffic & Parking

Mr. Reuter distributed a handout entitled, "Prop 1D Kindergarten-University Public Education Facilities Bond Act of 2006." He noted that the Bus/CIS building is high on the construction priority list as a result of the passing of Prop 1D.

Prop ID Update

Mr. Suter provided a PowerPoint update on the following construction projects:

- Science & Technology Mall
- Communication Arts Building
- Student Center
- Bus/CIS Building
- Emergency Power & Server Room – HVAC
- Campus Signage
- Fire Buffer Zone
- Gate Installation

Facilities Update

- Secondary Effects – planning on the relocation and modernization of the A-H buildings
- Asphalt Assessment
- Completed projects (2005-2006)

Vice President Satele announced that the Science & Technology building grand opening is scheduled for April 19th at 10:00 a.m.

Announcement

Meeting adjourned at 3:15 p.m.

Adjournment



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**COLLEGE FACILITIES
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MEETING NOTES

December 15, 2006

The regular meeting of the College Facilities Master Plan Council was held on Friday, December 16, 2006, at 2:00 p.m., in room F106.

Members Present: Marvelyn Bucky, James Duddy, Carol Lloyd, Erik Reuter, Arleen Satele, David Suter, Madelaine Wolfe and Tony Zambelli

Member(s) Absent: Paul Boatner, Cristina Chiriboga, Jan Ford, Joe Marron, and Brad Monroe

Mr. Suter provided a PowerPoint update on the following construction projects:

- Cuyamaca College Then and Now
- Science & Technology Mall Construction
- Communication Arts Building Phase 2
- Student Center
 - RFP for food service vendor will go out in January
- Bus/CIS Building
 - Business & Professional Studies; and Graphic Design
 - Support & faculty spaces
 - B.O.T.
- Emergency Power & Server Room – HVAC
- Campus Signage
- Fire Buffer Zone
- Gate Installation – security measures are in place during the holiday break college closure
- Secondary Effects
- Asphalt Assessment/Pedestrian Pathway Study – Mr. Suter and Mr. Reuter met with RBF on 12/15 to review the scope of the project
- Scheduled Maintenance
- '06-07 Block Grant Funding
- Completed projects (2005-2006)

Facilities Update

Mr. Suter provided a PowerPoint update on the parking recommendations from Academic Senate. Of the 10 recommendations, four have been completed. He provided a status on the remaining six recommendations. Council discussed alternatives to the student drop-off area next to the A building. Vice President Satele to contact Mr. Javines with regard to increased enforcement and possibly conducting a traffic flow study to determine if a Stop sign is warranted at the top of the hill behind the LRC.

Parking
Recommendations

Council was provided an update on the Smoking Ordinance and the proposed designed areas.

Smoking
Ordinance Update

Meeting adjourned at 3:08 p.m.

Adjournment