



**MINUTES**  
**Facilities & Environmental Improvement Committee**

**Friday, August 29, 2014**  
**2:00 P.M. – 3:00 P.M.**  
**Board Room**

**MEMBERSHIP**

Jeff Enz – Chair/CMCA Representative  
John Lau – Administrative Representative  
Sergio Lopez – Administrative Representative  
Jose Lopez – Faculty Representative *absent*  
Ricardo Pradis – Faculty Representative *absent*  
Todd Hansink – Faculty Representative *absent*  
Jim Mecate – Faculty Representative *absent*  
Rick Webster – CMCA Representative  
Rhonda Ruiz – Classified Representative *absent*  
Carol Cortes-Ramirez – Classified Representative *absent*  
Edalaine Joy Tango-an– ASG Representative  
Priscilla Ortiz – ASG Representative

Recording Secretary: Angie Gallo

**I. WELCOME**

**II. ACTION ITEMS**

- a. Approval of the April 30, 2014 & May 9, 2014 Committee Minutes  
M/S/C Webster/Lopez as presented.
- b. Approval of Standing Committee Self-Evaluation Form  
Committee discussed minor changes to be made to the wording of the self-evaluation form. Angie will complete the changes and will send out via email for final committee approval by Monday.

**III. DISCUSSION ITEMS**

**a. Approval of #2700 building study room white boards**

Committee consensus vote via email vote (June 2014). As the new Dean for Arts & Letters, Dr. James Patterson agreed to move forward with Brian McNeece' s proposal and will meet with Rick to finalize the details of the proposed trial.

**b. Sundial/Time Capsule for CTE building – Frank Miranda**

Mr. Miranda presented a miniature model of the proposed Sundial project. Mr. Miranda indicated the current idea includes placing the sundial outside the CTE building, currently a grassy area on west side of the building. Questions and discussions took

place surrounding the best location for the project, taking into consideration any sprinkler systems currently in place, reconfiguration of any sprinklers already in place, if needed, and consideration of an all concrete area to avoid the daily water issue(s). Mr. Miranda spoke about the possible cost savings if a construction classes under Instructor Jose Velasquez, could pour the concrete. Mr. Miranda indicated an estimated cost at this point at about \$600.00. It was recommended by the committee that all costs associated with the project be finalized including the location. Mr. Miranda will schedule to meet with Rick regarding location and will take the proposal to ASG for final approval, as ASG has agreed to fund the project. The finalized project proposal will then be brought back to the Facilities Committee for approval.

**c. Construction Update – Jeff E**

Jeff indicated IVC has received notice to proceed with the demolition of the 500 building. The project does not include the demolition of the two brick walls; both will remain; if IVC decides to demolish, the project would need to be completed by our maintenance team.

Sergio asked if it would be possible to begin looking into the cost to concrete the asphalt area behind student affairs. John stated that is already being looked into.

Sergio raised a concern regarding the walk way between the main campus area and the 3100/3200 buildings. He stated the lack of lighting is a safety concern. Rick stated that the issue right now is a funding issue, so no lights have been installed.

Construction on 200/400/800 pushed out due to state bond bill being pulled.

**d. Strategic Campus Beautification Plan – Jeff E**

- Jonh Lau stated that we need to look at the community group of business donors who will donate for this types of projects for recognition; not just to be nice.
- Rick sated that we are experiencing a tree problem. Trees on campus are old and dying. He would like to implement a Zone Replacement Plan – cut down, ground out, map to phase out/in, action plan to address areas in need.
- Construction classes can be very helpful and become good resources in the campus beautification process. If the committee decides to incorporate them into the process, the classes could be provided the materials for approved projects and they provide the labor.
- Implement a plan that allows resource request if and when funding becomes available;
- Need update on 1600 mural; Dr. Patterson stated Carol and the Art Club are waiting for the weather to break to being the mural project.
- Gallery mosaic project has not been approved;
- Committee needs to establish pecking order for types of projects;

**e. Digital signage and building numbering (wayfaring) – Rick W**

Big marquees – 28 panels fried but were replaced yesterday. Campus maps are all black – company from Calxico will install before September 12<sup>th</sup>.  
Numbering for 3100, 3200, 2700 – Rick will order same as current and pay out of

maintenance funds \$2,500-\$3K for 2 sets for each building; will take pictures and email them to committee to determine placement on buildings.

#### **IV. OTHER**

Rick suggested implementing a “Key” policy to tighten security. He stated every semester keys are lost. Especially adjunct instructors – lose keys over summer and then request new set the following semester.

He stated he took this to College Council about 6-7 yrs. ago and it was knocked down. Dr. Patterson volunteered to work with Rick on the wording for a policy.

#### **V. ADJOURNMENT**

Meeting was adjourned at 3:00pm.