

**El Camino Community College  
Facilities Planning and Services  
Facilities Steering Committee Meeting  
November 30, 2016  
2:00 P.M. – Board Room**

**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.

| <b>ITEM</b>   | <b>PRESENTER</b>          |
|---|---------------------------|
| 1. Welcome and Approval of Minutes from September 20, 2016<br>(Pages 2-4)     | All                       |
| 2. Gender Neutral Restroom Facilities – Overview and Implications<br>(Page 5) | Jaynie Ishikawa/Tom Brown |
| 3. November 2016 Facilities Master Plan Report<br>(Page 6-9)                  | Tom Brown                 |
| 4. Facilities Steering Committee Evaluation Results<br>(Pages 10-13)          | Irene Graff               |
| 5. Facilities Steering Committee Goals 2016-2017                              | All                       |
| 6. Website Updates – Renderings   | Ann Garten                |
| 7. 2016-2021 Facilities Master Plan – Consultative Review                     | Deborah Shepley           |

El Camino College – Office of the President  
Minutes of the Facilities Steering Committee September 20, 2016

**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, Tom Lew, Dena Maloney, Jeanie Nishime, Susan Pickens, Jean Shankweiler, Angela Simon, Claudia Striepe

**Alternate Present:** Mike Trevis

**Guests Present:** Bob Bradshaw, Irene Graff, Chris Jeffries, Dipte Patel

1. The minutes of June 20, 2016 were approved as presented.
2. Administration Building drop-off zone – Tom Brown provided the following documents for review:
  - a) New Administration building site drop-off zone map (posted [here](#));
  - b) Current configuration of the Administration building drop-zone map (posted [here](#)).

It was noted that the drop-off zone area will be deeper and there will be an additional lane. The perimeter road will be blocked and there will no longer be a throughway north of the entrance at Crenshaw Blvd.

There are plans to modify the signal at the Crenshaw Blvd. entrance. The signal will be modified to include a left turn onto the campus and to have an additional modification to allow for pedestrian ONLY crossing. These modifications must be approved by the County.

3. The September 2016 Facilities Master Plan Report was reviewed. (Complete report is posted [here](#).)
  - a) Administration Building – The plan is to move occupants out of the building in December.
  - b) Student Services Building – This project is in the bidding phase now. The bid award will go to the Board on November 21, 2016.

- c) Athletic Education and Fitness Complex Project Phase 2 – The funding for this project is from the 2002 Bond.
  - d) Channel Parking Lot F Structure Improvement Project – The current work consists of deck coating and painting columns. They are working on the southern area. It is hoped that this project will be completed by mid-2017.
  - e) Lot C Parking Structure – This project is ahead of schedule and the traffic signal is now in bid.
  - f) Fire Academy – This project is on hold awaiting completion of seismic studies.
  - g) Architect selection for Social/Behavioral Science and the Art Building will occur in the next two months.
4. Parking Lot C – There had been inquiries from residents during the summer about Lot C. There have been two meetings with the residents and we have attended the Homeowners’ Association of El Camino Village. The homeowners are concerned that the height and size is larger than was originally planned. The residents have issues with privacy and traffic and have placed an item on the Board agenda. There is a meeting planned with the homeowners where some options will be presented. We will explore how we can mitigate impact. We want to be good neighbors and improve communication.
5. Campus Safety Measures
- a) Door Locks - Lock Bloks continue to be installed on doors that are not designated as fire-rated. Doors that are designated as fire-rated will have their locking mechanisms replaced. The Humanities and MBA building doors will be completed during off-hours and by an outside vendor. Information on how to operate the Lock Bloks will be sent out and posted on the website.
  - b) Campus Drills
    - i. The Great California Shake Out is October 20<sup>th</sup> at 10:20 a.m.
    - ii. A campus-wide emergency training drill is scheduled for November 9<sup>th</sup>. This will be a shelter-in-place drill and instructions will be broadcast through the CISCO phones and NIXLE alert system. Instructions will be sent out to the campus prior to the drill.
  - c) The Board of Governors approved 2017-18 system budget request for \$50 million for campus safety needs.
6. Facilities Implications of the Education Master Plan (posted [here](#)) and ECC Educational Master Plan Proposed Initiatives & Goals (posted [here](#)) were distributed by Irene Graff for Facilities Steering Committee review and feedback.

The facilities planning priorities are based on enrollment projections and the physical space will be developed by Deborah Shepley. It was noted that we will need to plan for innovation spaces in the future.

7. Facilities Steering Committee Evaluation will be sent out and the results will be reviewed at the next meeting.
8. Status on Website Update with Project Renderings – Tom Brown reported that many of these items are available electronically although not posted on the website. Ann Garten will take an inventory of what we have and what is missing. An update on this project will be given at the next Facilities Steering Committee meeting.

#### Facilities Steering Committee Meeting Schedule:

~~November 7, 2016, 2:30-4 p.m.~~ November 30, 2016, 2 p.m.  
March 6, 2017, 2:30-4 p.m.  
May 1, 2017, 2:30-4 p.m.

#### Future Agenda Items for November 7, 2016

1. Evaluation Results
2. 2017 Facilities Steering Committee Goals
3. Status on Website Update with Project Renderings
4. Title IX Restrooms
5. Facilities Master Plan Update (Deborah Shepley)

#### 2016 Facilities Steering Committee Goals

1. Apply sustainable practices to maintain and enhance the College's facilities and infrastructure including grounds, buildings and technology.
2. Continue the implementation of the Facilities Master Plan.
3. Review and update the Facilities Master Plan to ensure alignment with the new Educational Master Plan. Recommend revisions as necessary.
4. Communicate current and anticipated facility changes with the greater ECC community.
5. Develop a set of criteria for the review of facilities requests rising through the annual prioritization process.

## Restroom Listing for the Campus

## Single Stall Restroom Campus

|                    | Public     | Staff     | Private  | Artist/Model | Toilet     | Urinal     | Public/Staff                 |
|--------------------|------------|-----------|----------|--------------|------------|------------|------------------------------|
| 1                  | 2          | 2         |          |              | 12         | 6          | Activities Center            |
| 2                  | 4          | 5         | 3        |              | 12         | 7          | Administration               |
| 3                  | 2          | 2         |          |              | 13         | 6          | Old Art                      |
| 4                  | 14         | 6         |          | 2            | 20         | 9          | Art & Behavioral Sciences    |
| 5                  | 6          | 1         |          | 4            | 24         | 18         | Auditorium/Marsee            |
| 6                  | 2          | 2         |          |              | 12         | 5          | Bookstore                    |
| 7                  |            | 2         |          |              | 2          | 2          | Business                     |
| 8                  | 3          | 2         |          |              | 3          |            | Cafeteria                    |
| 9                  |            | 3         |          |              | 3          |            | Campus Police Department     |
| 10                 | 2          | 2         |          | 2            | 14         | 5          | Campus Theatre               |
| 11                 |            | 1         |          |              | 1          |            | Central Plant                |
| 12                 | 2          |           |          |              | 9          | 5          | Chemistry                    |
| 13                 | 4          | 1         |          |              | 7          | 4          | Child Development Center     |
| 14                 | 10         | 2         |          |              | 22         | 11         | Communication                |
| 15                 | 2          |           |          |              | 2          | 1          | Construction Technology      |
| 16                 | 3          |           |          |              | 4          | 3          | Facilities                   |
| 17                 | 2          |           |          |              | 2          | 1          | Health Center                |
| 18                 | 6          | 2         |          |              | 33         | 13         | Humanities                   |
| 19                 | 3          |           |          |              | 3          |            | Learning Resources Center    |
| 20                 | 8          | 9         |          |              | 47         | 18         | Library                      |
| 21                 | 2          | 2         |          |              | 10         | 3          | Life Science                 |
| 22                 | 6          | 2         |          |              | 41         | 15         | iTEC                         |
| 23                 | 8          | 8         |          |              | 36         | 12         | MBAH                         |
| 24                 | 8          | 2         |          |              | 34         | 12         | Music                        |
| 25                 | 6          | 3         |          |              | 8          | 3          | Natural Sciences             |
| 26                 | 2          |           |          |              | 8          | 6          | North Gym                    |
| 27                 | 2          | 1         |          |              | 10         | 5          | P.E. Patio                   |
| 28                 |            | 2         |          |              | 3          | 1          | Physics                      |
| 29                 | 2          |           |          |              | 3          | 1          | Planetarium                  |
| 30                 | 4          |           | 1        |              | 5          | 4          | Pool                         |
| 31                 | 2          |           |          |              | 11         | 5          | CATS                         |
| 32                 | 2          | 2         |          |              | 11         | 3          | Social Sciences              |
| 33                 |            | 1         |          |              | 5          |            | South Gym                    |
| 34                 | 8          | 2         |          |              | 89         | 29         | Stadium                      |
| 35                 | 4          | 2         | 1        |              | 12         | 6          | Student Service Center       |
| 36                 | 5          | 2         |          |              | 4          | 8          | Women's Shower and Locker Rm |
| <b>Total</b>       | <b>136</b> | <b>71</b> | <b>5</b> | <b>8</b>     | <b>535</b> | <b>227</b> | <b>Total</b>                 |
| <b>Grand Total</b> |            |           |          |              |            | <b>982</b> | <b>42</b>                    |

Date modified November 2, 2016 by Bob Brobst

# EL CAMINO COLLEGE

## Facilities Master Plan Report November 2016

### PROJECTS IN DESIGN & PRE-DESIGN

| <b>Project Name</b>         | <b>Total Budget</b> | <b>Project Schedule</b> |                     |
|-----------------------------|---------------------|-------------------------|---------------------|
| 1. Pool, Classrooms Complex | \$48,459,378        | Design                  | 09/14/15 – 09/14/16 |
|                             |                     | DSA Review              | 10/12/16 – 06/30/17 |
|                             |                     | Bidding                 | 08/07/17 – 10/16/17 |
|                             |                     | Construction            | 11/01/17 – 12/31/19 |

The scope of this project is the construction of two pools and additional classrooms.  
Design: The project's architectural firm, HMC, was awarded the contract at the August 17, 2015 board meeting. Currently this project is in the design development phase with a construction estimate of \$39 million. This project is at DSA.

| <b>Project Name</b>                            | <b>Total Budget</b> | <b>Project Schedule</b> |                     |
|--|---------------------|-------------------------|---------------------|
| 2. Administration Building Replacement Project | \$18,274,208        | Design                  | 10/01/15 – 08/31/16 |
|  |                     | DSA Review              | 09/20/16 – 05/31/17 |
|  |                     | Bidding                 | 07/05/17 – 10/17/17 |
|  |                     | Construction            | 11/01/17 – 08/30/19 |

The scope of this project is the construction of a new building on the existing site.  
Design: The project's architectural firm, tBP Architecture, was awarded the contract at the July 20, 2015 board meeting. Relocation of existing building occupants will begin in January. Lendlease is reviewing the demo package scheduled to bid at the beginning of 2017.

### PROJECTS IN BIDDING PHASE

| <b>Project Name</b>              | <b>Total Budget</b> | <b>Project Schedule</b> |                     |
|----------------------------------|---------------------|-------------------------|---------------------|
| 3. Sand Volleyball Court Project | \$728,726           | Design                  | 12/07/15 – 02/29/16 |
|                                  |                     | DSA Review              | 03/01/16 – 03/03/16 |
|                                  |                     | Bidding                 | 08/16/16 – 11/21/16 |
|                                  |                     | Construction            | 12/07/16 – 05/31/17 |

The scope of this project is the construction of a new sand volleyball court from the elimination of four tennis courts. The relocation is due to the construction of the future pool.

Design: LPA was awarded the contract at the December 4, 2015 board meeting.

The bid award will go to the November Board meeting for approval. The bid amount is higher than estimated and the budget will need to be augmented.

| <b>Project Name</b>                  | <b>Total Budget</b> | <b>Project Schedule</b> |                     |
|--------------------------------------|---------------------|-------------------------|---------------------|
| 4. Student Services Building Project | \$35,049,185        | Design                  | 10/07/13 – 02/27/15 |
|                                      |                     | DSA Review              | 04/13/15 – 08/29/16 |
|                                      |                     | Bidding                 | 08/24/16 – 11/21/16 |
|                                      |                     | Construction            | 12/19/16 – 12/31/18 |

The scope of this project is the construction of a new building at the site of the existing Shops Building. This project will replace the existing Student Services Building.

Design: The project’s architectural firm, DLR Group, was awarded the contract at the August 19, 2013 board meeting. The bid award will go to the November Board meeting for approval.

### **PROJECTS IN CONSTRUCTION**

| <b>Project Name</b>                                       | <b>Total Budget</b> | <b>Project Schedule</b> |                     |
|---|---------------------|-------------------------|---------------------|
| 5. Athletic Education and Fitness Complex Project Phase 2 | \$48,846,456        | Design                  | 01/28/11 – 05/21/12 |
|   |                     | DSA Review              | 06/15/12 – 06/24/13 |
|   |                     | Bidding                 | 08/20/13 – 11/18/13 |
|   |                     | Construction            | 12/09/13 – 06/26/16 |

The scope of this project is the construction of a new stadium incorporating a running track and field for both football and soccer. Various support facilities such as a field house will also be included in this venue.

Design: LPA

Contractor: Sinanian Development, Inc. was awarded the contract at the November 18, 2013 board meeting. The bid amount was \$32,880,000.

| <b>Project Name</b>                                    | <b>Total Budget</b> | <b>Project Schedule</b> |                     |
|--|---------------------|-------------------------|---------------------|
| 6. Channel Parking Lot F Structure Improvement Project | \$28,000,000        | Design                  | 07/30/12 – 07/31/13 |
|  |                     | DSA Review              | 08/01/13– 10/22/14  |
|  |                     | Bidding                 | 05/12/15 – 08/19/15 |
|  |                     | Construction            | 09/14/15 – 05/30/17 |

The scope of this project is to repair all deficiencies identified in the conditions assessment report, and upgrade the structure to meet current code requirements including seismic upgrade.

Design: IDS Group

Contractor: AMG & Associates was awarded the contract at the August 17, 2015 board meeting. The bid amount was \$21,169,350.

| <b>Project Name</b>        | <b>Total Budget</b> | <b>Project Schedule</b> |                     |
|----------------------------|---------------------|-------------------------|---------------------|
| 7. Lot C Parking Structure | \$24,537,491        | Design                  | 02/03/14 – 01/15/15 |
|                            |                     | DSA Review              | 01/20/15 – 10/31/15 |
|                            |                     | Bidding                 | 12/01/15 – 02/16/16 |
|                            |                     | Construction            | 03/07/16 – 09/29/17 |

The scope of this project is the construction of a new four-level parking structure consisting of 1,443 additional parking spaces.

Design: International Parking Design

Contractor: Bomel Construction Co., Inc. was awarded the contract at the February 17, 2016 board meeting. The bid amount was \$17,989,000

| <b>Project Name</b>                             | <b>Total Budget</b> | <b>Project Schedule</b> |                     |
|---|---------------------|-------------------------|---------------------|
| 8. Manhattan Beach Blvd. Traffic Signal Project | \$367,932           | Design                  | 10/07/13 - 10/29/14 |
|   |                     | L.A. County Review      | 07/2015             |
|   |                     | Bidding                 | 08/02/16 – 11/21/16 |
|   |                     | Construction            | 12/05/16 – 05/31/17 |

The scope of this project is the revised signalization at the intersection of Lemoli and Manhattan Beach Blvd.

Contractor: Comet Electric was awarded the contract at the October 17, 2016 meeting.

| <b>Project Name</b> | <b>Total Budget</b> | <b>Project Schedule</b> |                     |
|---------------------|---------------------|-------------------------|---------------------|
| 9. Gymnasium        | \$22,488,207        | Design                  | 02/19/14 – 12/31/14 |
|                     |                     | DSA Review              | 01/16/15 – 12/30/15 |
|                     |                     | Bidding                 | 05/03/16 – 07/18/16 |
|                     |                     | Construction            | 08/11/16 – 08/31/18 |

The scope of this project is the construction of a new gym building centralizing basketball, volleyball, and other indoor sports.

Design: HMC Architects

Contractor: AMG & Associates was awarded the contract at the July 18, 2016 board meeting. The bid amount was \$19,363,000.



## OTHER ISSUES

### Future Projects:

| <b>Project Name</b> | <b>Total Budget</b> | <b>Project Schedule</b> |
|---------------------|---------------------|-------------------------|
| 10. Fire Academy    | N/A                 | N/A                     |

The scope of this project is to replace the existing facilities. The new complex would include the Administration/Classroom Building, apparatus storage, a training tower, and the Burn Building. The current construction estimate is \$8.1 million, with a total project cost of \$13.4 million.

Issues:                    Architectural services: HMC was selected on 10/09/15.  
                                  Soils conditions: Pending.  
                                  Hazardous Material: Pending.  
                                  Fault Zone: Pending

### Request for RFQ

| <b>Project Name</b>           | <b>Total Budget</b> | <b>Project Schedule</b> |
|-------------------------------|---------------------|-------------------------|
| 11. Social/Behavioral Science | \$25,575,713        | N/A                     |

| <b>Project Name</b> | <b>Total Budget</b> | <b>Project Schedule</b> |
|---------------------|---------------------|-------------------------|
| 12. Art Building    | \$38,616,470        | N/A                     |

# Facilities Steering Committee Collegial Consultation Survey

N=13

2015-2016

**1. I have the opportunity to:**

**a. Participate in a process to review the committee's purpose.**

| Response                 | Frequency | Percent | Mean: 2.77 |
|--------------------------|-----------|---------|------------|
| Yes                      | 10        | 76.92   |            |
| Mostly                   | 3         | 23.08   |            |
| No                       | 0         | 0.00    |            |
| <i>Not sure or N/A 0</i> |           |         |            |

**b. Review the Making Decisions at El Camino College document during a committee meeting.**

| Response                 | Frequency | Percent | Mean: 2.92 |
|--------------------------|-----------|---------|------------|
| Yes                      | 11        | 91.67   |            |
| Mostly                   | 1         | 8.33    |            |
| No                       | 0         | 0.00    |            |
| <i>Not sure or N/A 1</i> |           |         |            |

**c. Participate in goal-setting for the committee.**

| Response                 | Frequency | Percent | Mean: 2.54 |
|--------------------------|-----------|---------|------------|
| Yes                      | 8         | 61.54   |            |
| Mostly                   | 4         | 30.77   |            |
| No                       | 1         | 7.69    |            |
| <i>Not sure or N/A 0</i> |           |         |            |

**d. Review progress on the committee's annual goals.**

| Response                 | Frequency | Percent | Mean: 2.38 |
|--------------------------|-----------|---------|------------|
| Yes                      | 7         | 53.85   |            |
| Mostly                   | 4         | 30.77   |            |
| No                       | 2         | 15.38   |            |
| <i>Not sure or N/A 0</i> |           |         |            |

**2. Overall, I:**

**a. Have a good understanding of the committee's purpose and responsibilities.**

| Response                 | Frequency | Percent | Mean: 2.77 |
|--------------------------|-----------|---------|------------|
| Yes                      | 10        | 76.92   |            |
| Mostly                   | 3         | 23.08   |            |
| No                       | 0         | 0.00    |            |
| <i>Not sure or N/A 0</i> |           |         |            |

**b. Have a good understanding of my role on the committee.**

| Response                 | Frequency | Percent | Mean: 2.69 |
|--------------------------|-----------|---------|------------|
| Yes                      | 9         | 69.23   |            |
| Mostly                   | 4         | 30.77   |            |
| No                       | 0         | 0.00    |            |
| <i>Not sure or N/A 0</i> |           |         |            |

**c. Received a copy of meeting agendas sufficiently in advance to review (and consult, where applicable).**

| Response                 | Frequency | Percent | Mean: 3.00 |
|--------------------------|-----------|---------|------------|
| Yes                      | 12        | 100.00  |            |
| Mostly                   | 0         | 0.00    |            |
| No                       | 0         | 0.00    |            |
| <i>Not sure or N/A 1</i> |           |         |            |

**d. Received supporting materials in advance to review (and consult, where applicable).**

| Response                 | Frequency | Percent | Mean: 2.67 |
|--------------------------|-----------|---------|------------|
| Yes                      | 8         | 66.67   |            |
| Mostly                   | 4         | 33.33   |            |
| No                       | 0         | 0.00    |            |
| <i>Not sure or N/A 1</i> |           |         |            |

**e. Have a regular practice of communicating with the constituents whom I represent.**

| Response                 | Frequency | Percent | Mean: 2.89 |
|--------------------------|-----------|---------|------------|
| Yes                      | 8         | 88.89   |            |
| Mostly                   | 1         | 11.11   |            |
| No                       | 0         | 0.00    |            |
| <i>Not sure or N/A 4</i> |           |         |            |

**f. Received an orientation to this committee when I began my term of membership (e.g., meeting or correspondence with committee chair or other member).**

| Response                 | Frequency | Percent | Mean: 2.33 |
|--------------------------|-----------|---------|------------|
| Yes                      | 5         | 55.56   |            |
| Mostly                   | 2         | 22.22   |            |
| No                       | 2         | 22.22   |            |
| <i>Not sure or N/A 4</i> |           |         |            |

**How did the committee accomplish the following:**

**4. To what degree did this committee fulfill its purpose:**

| Response        | Frequency | Percent | Mean: 2.50 |
|-----------------|-----------|---------|------------|
| Very well       | 7         | 58.33   |            |
| Somewhat well   | 4         | 33.33   |            |
| Not very well   | 1         | 8.33    |            |
| <i>Not sure</i> | 1         |         |            |

**7. Continue the implementation of the Facilities Master Plan.**

| Response            | Frequency | Percent | Mean: 3.23 |
|---------------------|-----------|---------|------------|
| Completed           | 5         | 38.46   |            |
| Mostly completed    | 6         | 46.15   |            |
| Partially completed | 2         | 15.38   |            |
| Not started         | 0         | 0.00    |            |
| <i>Not sure</i>     | 0         |         |            |

**9. Communicate current and anticipated facility changes with the greater ECC community.**

| Response            | Frequency | Percent | Mean: 3.00 |
|---------------------|-----------|---------|------------|
| Completed           | 4         | 33.33   |            |
| Mostly completed    | 4         | 33.33   |            |
| Partially completed | 4         | 33.33   |            |
| Not started         | 0         | 0.00    |            |
| <i>Not sure</i>     | 1         |         |            |

**To what degree does this committee fulfill the following:**

**a. This committee's purpose statement incorporates the spirit of Strategic Initiative C.**

| Response        | Frequency | Percent | Mean: 2.62 |
|-----------------|-----------|---------|------------|
| Very well       | 8         | 61.54   |            |
| Somewhat well   | 5         | 38.46   |            |
| Not very well   | 0         | 0.00    |            |
| <i>Not sure</i> | 0         |         |            |

**6. Apply sustainable practices to maintain and enhance the College's facilities and infrastructure including grounds, buildings and technology.**

| Response            | Frequency | Percent | Mean: 2.90 |
|---------------------|-----------|---------|------------|
| Completed           | 2         | 20.00   |            |
| Mostly completed    | 6         | 60.00   |            |
| Partially completed | 1         | 10.00   |            |
| Not started         | 1         | 10.00   |            |
| <i>Not sure</i>     | 3         |         |            |

**8. Review and update the Facilities Master Plan to ensure alignment with the new Educational Master Plan. Recommend revisions as necessary.**

| Response            | Frequency | Percent | Mean: 2.92 |
|---------------------|-----------|---------|------------|
| Completed           | 3         | 23.08   |            |
| Mostly completed    | 7         | 53.85   |            |
| Partially completed | 2         | 15.38   |            |
| Not started         | 1         | 7.69    |            |
| <i>Not sure</i>     | 0         |         |            |

**10. Develop a set of criteria for the review of facilities requests rising through the annual prioritization process.**

| Response            | Frequency | Percent | Mean: 2.50 |
|---------------------|-----------|---------|------------|
| Completed           | 1         | 10.00   |            |
| Mostly completed    | 5         | 50.00   |            |
| Partially completed | 2         | 20.00   |            |
| Not started         | 2         | 20.00   |            |
| <i>Not sure</i>     | 3         |         |            |

**b. This committee actualizes Strategic Initiative C.**

| Response        | Frequency | Percent | Mean: 2.31 |
|-----------------|-----------|---------|------------|
| Very well       | 5         | 38.46   |            |
| Somewhat well   | 7         | 53.85   |            |
| Not very well   | 1         | 7.69    |            |
| <i>Not sure</i> | 0         |         |            |

**14. In terms of how well it 1) fulfills its purpose, 2) functions effectively, and 3) works actively toward its goals, what grade would you assign this committee?**

| Response    | Frequency | Percent | Mean: 2.77 |
|-------------|-----------|---------|------------|
| A Excellent | 1         | 7.69    |            |
| B Good      | 9         | 69.23   |            |
| C Average   | 2         | 15.38   |            |
| D Poor      | 1         | 7.69    |            |
| F Fail      | 0         | 0.00    |            |

**16. Location of committee:**

| Response          | Frequency | Percent | Mean: 2.00 |
|-------------------|-----------|---------|------------|
| Compton Center    | 0         | 0.00    |            |
| El Camino College | 13        | 100.00  |            |

**18. Your role on this committee:**

| Response  | Frequency | Percent | Mean: 1.31 |
|---|-----------|---------|------------|
| I represent a constituent group faculty staff students managers confidentials | 9         | 69.23   |            |
| I serve as chair or in a supporting role                                      | 4         | 30.77   |            |
| Other e.g. guest presenter spectator  | 0         | 0.00    |            |

**15. Please indicate the consultation committee you evaluated in this survey?**

| Response                                | Frequency | Percent | Mean: 3.85 |
|---|-----------|---------|------------|
| Academic Senate                         | 0         | 0.00    |            |
| Calendar Committee                      | 0         | 0.00    |            |
| College Council or Consultative Council | 2         | 15.38   |            |
| Facilities Steering                     | 11        | 84.62   |            |
| Planning and Budgeting                  | 0         | 0.00    |            |
| Technology Committee                    | 0         | 0.00    |            |

**17. Your length of time as a member:**

| Response          | Frequency | Percent | Mean: 2.23 |
|-------------------|-----------|---------|------------|
| 0-2 years         | 3         | 23.08   |            |
| 3-5 years         | 4         | 30.77   |            |
| More than 5 years | 6         | 46.15   |            |

# Facilities Steering Committee Collegial Consultation Survey

**Question: 3. Comments on effective committee functioning.**

**Response**

we are transitioning from a report out committee to a discussion and feedback committee but we are not there yet

**Question: 5. If you marked somewhat or not very well for the committee purpose, please share your concerns, being as specific as possible.**

**Response**

I don't see any of this happening. I don't see the link to Program Planning--that feels like we're getting into the weeds and I've never seen any information from program review or program planning with which to judge. Should we even be involved at a program level? I'm not sure about the process for making recommendations for the facilities master plan--part of the committee orientation could include how this would work. How we are to distribute information to our constituents is unclear--we might discuss this.

I don't think the information is well distributed.

It feels like many of the decisions of this committee are already made prior to us meeting and we just tend to review these decisions rather than be part of them.

The committee has focused on reviewing the status of construction projects rather than providing input for program planning or making FMP recommendations.

I believe some of us are still searching for the best method of disseminating information to our constituents.

**Question: 11. Comments on goals.**

**Response**

6 (is this goal #1???) - I'm not sure this has come up. 7. - We seem to spend most of our time receiving updates on this. 8. - Reviewed once. 9. - I have no idea how this is supposed to work but the campus would benefit from wider distribution of updates. 10. - A worthy goal but did not happen.

**Question: 13. If you marked somewhat or not very well, please share your concerns, being specific as possible.**

**Response**

See comments above.

I feel there should have been a special meeting of the Facilities Steering Committee to address the public's concerns over the new Parking Structure C.

The committee doesn't make recommendations and has not engaged in decision making.

The meetings are more like a "lecture format" with one person speaking and other people asking questions versus a collaborative, group discussion.

**Question: 19. If there is anything else you would like to share about your experience on the Facilities Steering Committee, please provide them in space below.**

**Response**

The committee meetings are well organized, informative, and focused.

We need to rethink our purpose and goals or better align the meetings with our goals.



El Camino College  
Office of Staff & Student Diversity  
November 30, 2016

**To:** Facilities Steering Committee  
**From:** Jaynie Ishikawa  
Director, Staff & Student Diversity (District Title IX Coordinator)  
**Re:** Gender Neutral Restroom Facilities – Overview and Implications

### Background

**Federal law:** Title IX of the Education Amendments of 1972 (Title IX) and its implementing regulations prohibit sex discrimination in educational programs and activities operated by recipients of Federal financial assistance. If sex-based harassment creates a hostile environment, the school must take prompt and effective steps to end the harassment, prevent its recurrence, and, as appropriate, remedy its effects.

**California law:** the Education Code requires all public schools provide equal rights and opportunities to students regardless of their gender, gender identity, and gender expression.

### Key Legal Guidance & Law

#### 1. AB 1266 (passed in 2013, effective January 1, 2014) – for students

AB 1266, also known as the “School Success and Opportunity Act,” requires schools to allow students to participate in sex-segregated school programs, activities, and use facilities (such as restrooms and locker rooms) consistent with their gender identity, without respect to the gender listed in a pupil’s records.

It does not specify what steps each school should take to accommodate them and other students. A school may maintain separate restroom and locker room facilities for male and female students. However, students shall have access to the restroom and locker room that corresponds to their gender identity asserted at school.

As an alternative, a “gender neutral” restroom or private changing area may be used by any student who desires increased privacy, regardless of the underlying reason. The use of such a “gender neutral” restroom or private changing area shall be a matter of choice for a student and no student shall be compelled to use such restroom or changing area.

#### 2. AB 1732 (passed in 2016, effective March 1, 2017) – for everyone

AB 1732, also known as the "Equal Restroom Access Act," requires 1) all single-user restrooms in schools, businesses, and in public to be designated as “gender neutral”, for anyone to use; and 2) for non-gender-specific signs to be placed on these single-occupant restrooms by March 1, 2017.



### **3. OCR Dear Colleague Letter (and related Examples of Policies and Emerging Practices for Supporting Transgender Students, both issued May 13, 2016)**

Title IX's prohibition of sex-based discrimination includes discrimination based on a student's **gender identity**, including discrimination based on a student's transgender status.

*Gender identity* refers to an individual's internal sense of gender. A person's gender identity may be different from or the same as the person's sex assigned at birth.

Schools have the obligation to:

- **Respond promptly and effectively to sex-based harassment** of all students, including harassment based on a student's actual or perceived gender identity, transgender status, or gender transition;
- **Treat students consistent with their gender identity** even if their school records or identification documents indicate a different sex;
- Allow students to participate in sex-segregated activities and **access sex-segregated facilities consistent with their gender identity**; and
- **Protect students' privacy related to their transgender status** under Title IX and the Family Educational Rights and Privacy Act.

#### **Overall Requirements & Recommendations for Facilities**

1. Allow students access to all gender-specific facilities (such as restrooms and locker rooms) on campus consistent with their gender identity.
2. Not require transgender students to use facilities inconsistent with their gender identity or force them to use single-user facilities when other students are not required to do so.
3. Offer single-user facilities options to students who voluntarily seek additional privacy.
4. Convert all existing single-user restrooms on campus to gender neutral restrooms. Change or install signage on these facilities to indicate they are gender neutral.
5. Ensure that all future facilities on campus offer single-user gender neutral restroom options.
6. Create private spaces or stalls in all existing and future locker rooms and shower facilities. Examples include:

- Use of a private area in the public area of the locker room facility (i.e., a nearby restroom stall with a door, an area separated by a curtain, or a P.E. instructor's office in the locker room).
  - A separate changing schedule (either utilizing the locker room before or after the other students).
  - Use of a nearby private area (i.e., a nearby restroom or a health office restroom).
7. If there is a reason or request for increased privacy and safety, regardless of the underlying reason, any student may be provided access to a reasonable alternative space such as those listed above. Any such alternative arrangement should be provided in a way that keeps the student's gender identity confidential.

**Keep in mind:**

- Other students' or employees' discomfort with transgender students using sex-segregated facilities is not a reason to deny access to transgender students, and is a violation of Title IX.
- A school cannot require a student to provide any particular type of diagnosis or proof of medical treatment to use a facility consistent with a student's stated gender identity.

**Examples of “All Gender”/ “Gender Neutral” signage**

