

El Camino College - Administrative Services
Minutes of the Facilities Steering Committee – October 1, 2018

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: Rory Natividad, Dena Maloney, Jean Shankweiler, Ross Miyashiro, Jaynie Ishikawa, Brian Fahnestock, Luukia Smith, Jorge Gutierrez, Claudia Striepe and Shobhana Warriar

Alternates/Guests and Support Staff Present: Berkeley Price and Irene Graff

1. The [minutes](#) of August 6, 2018 was approved.
2. [Health & Safety](#):
The attachment for this agenda item was uploaded wrong. Shobhana will send out the correct attachment after this meeting. In looking at this agenda items, it will be a standing items for all meetings to let the committee know the current top priority health & Safety items, just an FYI to the committee.
3. [Campus Climate Survey Results](#)
Irene Graff presented the results of the Campus Climate Survey taken by students and staff as it relates to campus facility.
 - One of the slides relates to food service vendor, since we already have brought on board a new vendor, this question does not really apply.
 - Currently this survey is being done every 5 years; we need to do it every 2 years to see the changes in the food service vendor.
 - Cabinet approved the food service committee and there are representative from the various groups on campus. Meetings will be held quarterly.
 - The Climate Survey will be presented to the Academic Senate, PBC, College Council, Board of Trustees, ASO and Management Forum.
4. Facilities Update:
 - a. Construction Update:
 - Student Services should have been finished in October, hoping for Spring. We will know more by the end of this week.
 - Gym – finish by January/February.
 - Admin – going well.
 - Pool – going well.
 - Behavioral & Social Science and the Arts Complex are both with their respective core group, working with the architect firm and Lend Lease to come up with a conceptual design for the building. Once the concept building is done then an environmental impact study will be done.
 - b. Construction Technology – we are putting in a large structure with a roof and lights, so that classes can be held at nighttime.
 - c. Sustainability Plan – first meeting with the consultant was last week and it went very well. There is total of three meeting on schedule and after the third meeting, they will give ECC the

plan for the campus. Next step will be to schedule out the project for the next 5 years to complete. Second meeting will be held sometime in November, we encourage everyone to participate. We will send out a reminder.

- d. Outdoor Lighting – we are working on getting a new vendor to come fix it.
- e. Baseball Field Improvements – we put a portable bathroom last year. We are in the process at looking into building a small unisex restroom with ADA compliance; baseball fencing will be about 60ft high so the foul and homerun ball do not hinder other area on campus.
- f. Bookstore Café – we will be removing the walls of the Manhattan Café and restructuring the area inside the bookstore with a small café.
- g. Crenshaw Blvd. Sidewalk Improvement Efforts – we will be installing a traffic light at the entrance to parking Lot F. In doing this we will fix the sidewalk issue.

5. Other

- a. Question/concern regarding the new Art Complex and the dance department not having enough space. The user groups are discussing with Architect and Lend Lease on what is needed. Cost per square footage is \$500 and with limited resource, we are going to get a building that is functional for what we need. We will be selling bonds in another 2 years for \$50 million and then in a year and a half for \$40 million.
- b. We are adding another chiller to the Central Plan to support the Behavioral & Social Science Bldg. and Arts Complex. We will go to bid later part of 2018; construction begins in 2019.
- c. Administration Bldg. completion by 2019.
- d. Communication building will be coming down, but currently it is not on the construction schedule.
- e. Jorge – met with the LA County Public Works office regarding the Manhattan Beach Blvd area adjacent to our campus. He let them know that the campus does not maintain this area because it is county property. He also mentioned to them that there are no side walk, which could create ADA issues. They will be taking the issue up with the Board of Supervisors to develop a plan of action.
- f. The CDC building currently is being rented out by the PACE program. They have been given a year's notice (June 30, 2019) to vacate the premises. Once they are gone, we will do some renovation and move the Community Education program from the MBBM into the building.
- g. Jaynie – as part of the OCR settlement ECC needs to have Board Policy and Administrative Procedures updated. There are five to ten BP/AP that needs to be brought to this committee for their review.
- h. Irene – quick note on the survey result on homeless students.
 - 13% say they were homeless within the lasts 12 months.
 - 38% say they have housing insecurity.
 - 34% say they have food insecurity.
- i. If anyone has any agenda items for the next meeting, please send them to Brian.

6. Adjournment

Meeting adjourned at 3:45p.