



Administrative Services - Area Council November 26, 2019

PRESENT:

Luis Bonilla	√ Iris Ingram	√ Sophie Dao	Patrick Papetti
√ Francis Baylen	√ Dan Cahill	Michael Good	Valerie Wagner
Michael Dalton			

Guest – Ann O’Brien and Jorge Gutierrez

Minutes from September 24th were postponed.

- ❖ Jorge Gutierrez (Facilities) and Ann O’Brien (Marketing & Communications) attended the meeting to present an overview of the [upcoming/ongoing construction projects](#) and the impact it will have on the campus pathways.
 1. Items included upcoming demolition and fencing, as well as the Behavioral & Social Sciences, and Art Complex.
 - a) The Student Activity Center [demolition](#) will begin in December 2019 and last through June 2020. Fencing during the project: northern fence along the Communications Building, west fence next to new Pool and Classroom Complex, south fence along Fine Arts Building and east fence in front of the Library lawn. There will be no access along the western fence next to the North Gym, but there will be construction canopy access for safe entrance into and exit from the North Gym.
 - b) A designated crosswalk person will be posted each day to provide safe crossing south of the Planetarium where construction vehicles will access the campus.
 - c) [Construction](#) on the new Behavioral & Social Sciences and Art buildings will happen from August 2020 through 2022. While these changes may make getting around campus inconvenient, it is necessary to modernize teaching spaces and improve the campus for students.
 - d) Notifications about safety, handicap accessibility, project milestones, and way finding will be communicated regularly.
- ❖ Communications Plan – Ann O’Brien
 1. Presented construction plans to different campus councils and committees, student groups, stakeholders, and Board of Trustees. There will be ongoing communication about paths of travel, milestones and project vision.
 2. Will develop tools on the website for the vision and hearing impaired and information to address handicap accessibility.
 3. Will communicate project paths using ECC website (with a [dedicated landing page](#)), social media, and banners placed along fences.
 4. Will use branded materials for a Reimagined Campus communications campaign (developed with staff and student input) and will include safety/wayfinding notifications. Will develop a website campus map showing changes in paths of travel and inaccessible areas during construction, day-to-day updated construction information with photos, and post video time-

lapsed photography and printed materials and fact sheets on the construction projects. Story telling of project milestones.

❖ Upcoming Bond Funded Projects:

- Bookstore Café
 - Design phase of the remodel of the Manhattan café.
 - Will be going to the Division of State Architect (DSA) in about 30 days. The process of approval by DSA will take about four to five months.
- Construction Technology
 - The design is an open bay area for student to construct their projects underneath. This area will have lighting, electrical, plumbing and air compressors. Once this is constructed, the night class will have an easier time to work.
 - The project is near Lot F facing the Stadium.
 - Will be going to DSA in about 60 days.
- Gymnasium will be open soon, within a week or so we will have our first basketball game in the new gym.
 - We are still reevaluating on what to do with the North and South Gym.
- Administration will be open in Spring of 2020. The office that will be occupying the Administration Building are President's Office, VP's office, Human Resources, Institutional Research, Event Operations, Grants, and Foundation.
- Landscape on the west area of the building will be a garden like setting with drought tolerant plants.
- Pool Classroom project should be completed by June 2020.

Question was raised regarding all of the carts and student where going to occupy the same constricted path of travel. Ann mentioned that the cart committee is looking into utilizing the outer ring for the carts.

Meeting adjourned at 9:45 a.m.