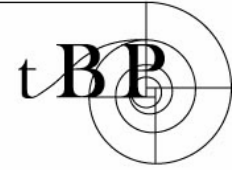


## MEETING MINUTES



Architecture  
Planning  
Interiors  
Management

**Project:** Los Medanos College

**tBP P/N:** 20518.00

**Date:** March 15, 2007

**Re:** **Facilities Master Plan Meeting #3**

**Attendees:**

Peter Garcia	President
Dan Henry	Vice President
Richard Livingston	Senior Dean of Instruction
Gail Newman	Admissions Office
Erick Holtman	Academic Senate
Ramon A. Corra	Associated Students
Linda Kohler	Classified Senate
Jim Taylor	Manager, Facilities and Maintenance
Sandi Schmidt	Office of Instruction, Classified Staff
Bruce Cutler	Business Director
Deborah Shepley	tBP/Architecture
Tom Beckett	tBP/Architecture
Gabrielle Blackman	tBP/Architecture

<i>ACTION</i>	<i>ITEM</i>	<i>DESCRIPTION</i>
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### 1.0 PURPOSE OF MEETING

- A. The meeting was held to review and discuss additional preliminary options for future development.

### 1.1 OPTION DEVELOPMENT

- A. tBP presented options 5 and 6 for review and discussion.
- B. The following comments were part of the discussion:

#### SITE PLAN OPTIONS

- a. The Student Union & Fitness is shown together in both Options.
- b. A portion of the lake is shown as filled in on both Options 5 and 6.
- c. The service access to the Performing Arts Center (PAC), shown on Option 5 is desirable.
- d. The connected road on Option 6 pulls the PAC too far from the college complex.
- e. The PAC must be located close to parking.
- f. The PAC could be located on the existing tennis courts, but it would be too remote from the college complex, music and other support spaces.

<i>ACTION</i>	<i>ITEM</i>	<i>DESCRIPTION</i>
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- g. If the connecting road is only used to access staff parking lots, then it would probably not be worthwhile. Perhaps it should be indicated as a “dotted line” for future planning.
- h. A connector road would change the drop-off at the CDC. This needs to be explored further.
- i. The eastern access point to the campus will close by June of this year. The Master Plan should show the intersection as a “right turn only”.
- j. In the future, the College might want both the connector road and the PAC, so the proposed locations should not preclude the other from occurring.

**BUILDING PLAN OPTIONS**

- k. The Social Science instructional space needs to be improved.
- l. The 1<sup>st</sup> floor classrooms will be hard to lose, but a long term consideration makes sense.
- m. The new buildings will have a number of new classrooms of various sizes.
- n. Students hang out on the 2<sup>nd</sup> and 3<sup>rd</sup> floor, but not the 1<sup>st</sup>.
- o. The 1<sup>st</sup> floor is “dark and dismal”.
- p. Central services can share the access with facilities.
- q. Some copy functions need to be more accessible – closer to the Staff Lounge on the 3<sup>rd</sup> floor.
- r. The bookstore could move out to the Student Union/Fitness Center, making room for other shared functions on the 3<sup>rd</sup> floor.
- s. Police could expand on the 1<sup>st</sup> floor or move to the 3<sup>rd</sup> floor, if space is available. The 3<sup>rd</sup> floor location would be more accessible.
- t. The future Health Center could be located as part of the Student Union/Fitness Center – separate entrances will be required.

**1.2 NEXT STEPS IN THE PLANNING PROCESS**

- A. Based on the discussion, the group agreed to keep the next meeting tentatively scheduled for March 27<sup>th</sup>.
- B. tBP will develop Option #7 for review at the next meeting and in preparation for the April 9<sup>th</sup> college presentation.
- C. Preliminary phasing plans will be developed for review and discussion.
- D. Planning horizons will include 3, 5, 10 years and beyond.

The above notes document our understanding of items discussed in the above referenced meeting. Unless written notice to the contrary is received within seven (7) days, the notations will be considered correct and acceptable.

**Written by:**

Deborah Shepley, tBP/Architecture

**Distribution:**

Planning Committee

<i>ACTION</i>	<i>ITEM</i>	<i>DESCRIPTION</i>
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