FACILITIES PLANNING AND ADVISORY COMMITTEE  
December 13, 2012  
Minutes


Absent: Brian King, Graciano Mendoza, Nikki Oneto, Joseph Watkins

Victoria opened the meeting at 4:05 pm.

The minutes of March 9, 2012 were approved (Nugent/Graziani).

I. Update on FPAC charge for the Governance Manual:
   The committee discussed the committee membership; no one could recall the reason for the Vice President, Instruction being co-chair. The committee approved the committee charge as edited to update job titles and membership. (Bailey/Graziani).

II. Building 800 STEM Grant Construction Update
   - Joe reviewed the December board action item. Construction is estimated to be 180 days calendar days; work will begin next week. Anticipated completion in June and in use for fall semester.
   - There was discussion about where fall classes will be held. The decision/commitment would need to be made by mid-March. It was suggested that:
     - an email could be sent to alert students registered in the affected classes that locations have changed.
     - cabling be done while the remodel is being done, that would to condense the timeline. The bid process will begin in January for cabling.
     - The physical move is complex but doable with student assistants.
   - There will be a meeting regarding equipment in January/February to include JoAnn Panzardi.
   - The budget has increased because money was not reallocated for furniture and equipment. It has been determined that furniture in Building 200 has asbestos debris and is not reusable. A list of needed furniture and equipment will be compiled in spring.
III. **Coffee Break**  
Victoria will convey to Taher the need for longer hours. VAPA and Taher have an agreement to place a Food Services Truck to abide by code requirements. More information will be available next semester.

III. **Journalism Kiosks/Contract**  
Brad Kava has identified a company to install 5 kiosks on the Aptos campus; Cabrillo would receive $250/month revenue and the company would manage the kiosks, including recycling the newspapers. The revenue would allow the journalism department to produce a quality product. Wanda reviewed the in depth research Michael did and supports the proposal.

**Concerns:**
- It would be helpful to have a policy for advertising; what are the implications of the proposed advertising? Will it lead to the PacBell Library?
- There is no progress on the proposal moving forward—Journalism was asked to find revenue and they found it. The contract has been in hand since August, at least.

**Other Issues:**
- It was noted that the entrepreneurial approach of the Journalism Department is commended, but the advertising opportunity may be worth more than $3,000.
- The Student Senate did not support Journalism. Why aren’t students valuing the Journalism program?
- The challenge of the distribution of the paper is still a challenge. What would it cost to create kiosks and clean up the papers? We could build our own boxes and advertise local businesses, for example. Journalism needs to have an investment in the process.
- Publishing on the web is another alternative.
- CTE has grant funds/a marketing budget to interview CTE graduates about their successes. If there were articles about people finding jobs, money could be raised for its publication. Rock could provide $1,000 for distribution and clean up; The Voice would need to have stories about CTE graduate work experiences, etc. The newspaper could also be distributed to high school students.
- It was noted that Articles to The Voice may be submitted by anyone.
- There are more objectionable products in the vending machines than car ads.

The committee considered hearing from Brad. Rock could go ahead with funding option.

IV. **Hand Dryers in restrooms**
Due to repeated vandalism in the restrooms, such as flushing paper towels, hand dryers will be installed. This could save up to $40,000 per year in supplies. There was positive feedback on the hand dryers installed in the Green Technology Center (GTC).
V. Update on Other Facilities Projects

- **Building 600** is in the design phase and will soon go to DSA for review. Architect is VBN, now STV. Timeline is for spring 2014.
- **VAPA remediation**: The boiler project is underway; anticipated completion by the end of the year. The membrane of the roof was punctured. Two leaks in Building 4000 are being fixed.
- **Green Technology Center (GTC)**: The building is official LEED certified platinum. More soundproof panels will be installed in the room with the fan. Staff is considering repainting the wall and projecting on it, but repairing the motorized screen is still under consideration.

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<tr>
<th>Action items</th>
<th>Assignee</th>
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<tbody>
<tr>
<td>1. F/U with Michael bid for cabling in January</td>
<td>Tatiana</td>
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<td>2. Schedule a meeting re: equipment in January</td>
<td>Tatiana/Joe</td>
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<td>3. F/U with Taher re Coffee Break hours</td>
<td>Victoria/Michael Robins</td>
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<td>4. Consider other options for Journalism revenue</td>
<td>Brad, Jim and Rock</td>
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<td>5. Why did Student Senate not support Journalism?</td>
<td>Dennis</td>
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Next meeting: spring

The meeting was adjourned at 5:10 pm.