



**REGULAR MEETING OF THE CITIZENS OVERSIGHT COMMITTEE**

**Tuesday, August 17, 2004**

**MINUTES**

Prior to the regular meeting, Gary Nellesen, Director, Facilities Planning & Management; Randy Hartman, Vice President, Bovis Lend Lease; John Beckton, Senior Project Manager, Bovis Lend Lease; Ken Saylor, HMC Architectural Group; and Committee members Marlen Garcia, Lina Ledford, Armando Macedo, Laurie Marshall, Barbara Price, Don Sachs, and Roy Test took a walking tour of the Language Center/Health Careers Center.

**CALL TO ORDER**

The regular meeting of the Mt. San Antonio College Citizens Oversight Committee was called to order at 6:00 p.m., on Tuesday, August 17, 2004.

**CITIZENS OVERSIGHT COMMITTEE MEMBERS PRESENT**

Becky Meza	Marlene Garcia
Lina Ledford	Edward Lo
Armando Macedo	Laurie Marshall
Barbara Price	Don Sachs
Mike Spence	Roy Test

**CITIZENS OVERSIGHT COMMITTEE MEMBERS ABSENT**

Richard Malooly

**STAFF PRESENT**

Christopher C. O'Hearn, President/CEO  
Gary Nellesen, Director, Facilities Planning & Management  
Randy Hartman, Vice President, Bovis Construction  
Diana Casteel, Executive Assistant to the President and Board of Trustees

**GUESTS PRESENT**

Fred Chyr, President, Board of Trustees  
Manuel Baca, Member, Board of Trustees  
Clarence "CB" Brown, Director of Public Information  
Deidre Vail, Professor, Biology  
Larry Redinger, Dean, Natural Sciences (6:20 p.m.)

Greling Jackson, President, Associated Students (6:25 p.m.)

**1. APPROVAL OF MINUTES**

It was moved by Don Sachs, seconded by Marlen Garcia, to approve the minutes of the May 18, 2004, meeting. Motion unanimously carried.

**2. PUBLIC COMMENTS**

None.

**3. MASTER PLAN REPORT**

President O'Hearn told committee members that the College has always had an Educational Facilities Master Plan – it is the document that drives what we do educationally and how we plan to build out. Dr. O'Hearn said the College had been trying to live within the existing Master Plan, but it was not serving the College's needs. He said it was clear that the College's existing Master Plan was not addressing the vision for the future of the College given the fact that significant changes were being made on building use and location. It was determined that the College needed a comprehensive plan detailing what the College would look like over time.

Dr. O'Hearn recommended to the Board of Trustees, and the Board approved, an agreement with AC Martin Partners, Inc., for the Campus Master Plan Update project. According to Dr. O'Hearn, AC Martin Partners is involved in every component of the building program, including architecture, parking, transportation within and around the campus, landscaping, etc. A presentation by AC Martin Partners, Inc., to the Citizens Oversight Committee will be arranged for an upcoming meeting.

**4. SCIENCE COMPLEX**

Gary Nellesen reminded Committee members that at the May 18, 2004, meeting he reported that the Board of Trustees had approved the bids for the South Science Building; however, the Board did not accept the bids for the North Building, which were much higher than anticipated. He reinforced that it is not the intent of the administration to go significantly over budget and possibly jeopardize other programs. As a result, the College took the necessary time to review its options to determine the best way to deliver quality programs to students. Mr. Nellesen said he has also been working closely with Sacramento and they will allow the College to deliver most of the science labs that were originally planned for the North Building as part of another project co-funded by the State and local bond funding.

The final plans for the science complex include a four-building complex – a new north building, a new south building, and the renovation of the current Chemistry Building and Natural Sciences Building.

President O'Hearn said it is important for the community to know that the College is very serious about staying within budget on these projects. When the science complex became larger and more expensive than anticipated, the College took another look at the College's needs and how we could best accommodate those needs within the confines of the allotted budget.

Committee Chair Price commended College staff for their creativity and hard work in finding a solution that doesn't sacrifice educational value.

## 5. UPDATE ON PROJECTS

Gary Nellesen gave a brief update on the following projects:

- *Energy Conservation:* The majority of the construction on this project was completed in February. The College has spent the last six months doing equipment testing and getting the equipment on line. The last test for Edison will be held this Friday night. After that, the College can expect to begin seeing a reduction in energy costs.
- *Health Careers Center.* Nearing completion. Expect the building to be occupied sometime during the fall semester.
- *Language Center:* Nearly completed. Will be ready for occupancy next month.
- *Welding and Air Conditioning Technology:* Currently finishing up roofing and interior framing. Heavy equipment used for teaching will be moved into the buildings during the first part of this semester. Will be ready for occupancy during the fall semester.
- *Athletic Fields:* Work is being completed in preparation for laying sod at the end of this month. The light standards are up. Bleachers have been completed. Road work is completed.
- *Science Buildings:* As mentioned earlier, the building that is primarily funded by the State is under construction. Grading work has been completed and the layout for the structural footings is taking place now. The building is on a 20-month schedule.
- *Seismic Renovation:* The College is doing a State bond-funded seismic renovation of four buildings.
- *Swimming Pool:* Transite (asbestos) piping has been removed and the project is progressing on schedule. This project will be completed this month.
- *Music Center Expansion:* New teaching space will be added to the existing building. Plans have gone to the Department of State Architecture (DSA). Some structural re-work is required before it goes to bid. The bid process should begin by the end of August.
- *Projects in Design:*
  - *Classroom Improvement Project:* The renovations of the Natural Sciences Building, the Chemistry Building, and the Social Sciences Building will add an additional 70,000 sf of new labs and lecture spaces. Preliminary plans will be submitted to Sacramento by the first of September. When approved, the State will release funds for working drawings.
  - *Gymnasium:* It has been determined that the College can renovate the current gymnasium to meet seismic code. It is estimated that design and DSA review will

last about nine to eighteen months and that an eighteen-month construction schedule is needed.

- *Agricultural Sciences Building Remodel:* This project will be equally State and local bond-funded. The College is currently seeking an architect for this project.
- *Child Development Building:* The College is ready to hire an architect for this project and hopes to begin design work before the end of the year.

Committee members were interested in whether the College is over budget on any projects. Mr. Nellesen said the budget is very tight on the Welding Building, and may end up being over budget, though not significantly. President O'Hearn said we are on target with most projects and that no projects down the line are in jeopardy. He reminded Committee members that each project has a contingency fund to allow for unforeseen needs.

Lina Ledford requested a summary sheet at the end of each project where Committee members could compare original cost estimates with actual costs.

## 6. REPORT TO THE COMMUNITY

President O'Hearn introduced Clarence "CB" Brown, Director of Marketing and Public Information. Mr. Brown has been with the College for six months now, and is doing an excellent job. He has some ideas on how to further inform the public about the responsibility, actions, and functions of the Citizens Oversight Committee.

Mr. Brown explained some of the ways the College currently keeps the community informed on the progress of the bond projects, including:

- Media briefing day and press tours of sites
- Briefings to beat reporters who cover the College
- Biannual publications of the Community Connection
- Updated information on the College's Web site

Internally, progress updates are shared with employees and students through the College class schedules and the catalog. A "building" theme is being used in a number of campus publications, including the Accreditation Self-Study.

Future plans for keeping the community informed include:

- Maintaining the College Web site.
- Holding dedication events as buildings are completed.
- Publish the Community Connection in the fall and spring to coordinate with the semesters.
- Once a year taking out a large newspaper ad that will provide the public with a summary of the past year's activities. Mr. Brown shared a prototype of an ad which included a listing of the projects and the status of each. It was agreed that the best timing for such an ad would be in early September of each year, right after most schools start. It was also suggested that it might be good to place the

ad in local communities' newspapers, rather than just the *San Gabriel Valley Tribune* and the *Inland Valley Daily Bulletin*.

Becky Meza said she likes the whole "theme" idea because it will help students better understand the difference between funding for classes and funding for capital projects.

**7. NEXT MEETING**

The next meeting will be held on Tuesday, November 23, 2004, at 5:30 p.m. A tour will be scheduled at 4:30 p.m., for those interested in attending.

**8. ADJOURNMENT**

It was moved by Becky Meza, seconded by Don Sachs, to adjourn the meeting at 6:45 p.m. Motion unanimously carried.

CCO:dc