Unapproved Minutes

Attendance:
Siobhan Freitas, co-chair    Jim Morrison
Charles Sternburg, co-chair  Paul Van Hulle
Josephine Carson  Beverly Wimer
Dave Dieckmeyer

1. Approval of Minutes
• We will approve of the last meeting minutes at the start of each meeting from now until further notice.

2. Secondary Effects from Phase III
• Secondary effects are a way to plan for those immediate concerns that will not be handled by the approved structures in the Phase III construction.
• The committee is very concerned about the lack of science laboratories. Without new labs, the Norco Math and Science dept. cannot offer new courses and our current course offerings in science is substandard compared to the course offerings at other community colleges.
• The committee suggests the following:
  o a new designated physics lab (1st fl. Hum)
  o Physics Prep/Storage room (1st fl. Hum)
  o Science Computer lab / Learning Center (1st fl. Hum)
  o Reclaim Chemistry lab as a General Chemistry lab (Hum 204)
  o Organic Chemistry lab (2nd fl. Hum)
  o Prep/Storage room for Organic lab (2nd fl. Hum)
  o Convert ST 202 and 203 into either one large life-sciences lab or two small life sciences labs. (2nd fl. ST)

Side note: S. Freitas told the committee that no one from RCC district Facilities has accepted the invitation to come to our meeting regarding the proposed Student Activities Center. Steve Monsanto contacted S. Freitas on the day of the meeting to say that he was contacted by R. Hernandez and told that R.H. could not attend the meeting. A suggestion came from either S. Monsanto or R. Hernandez: would we (the co-chairs of the committee) come to RCC district Facilities office to meet with them there? The committee discussed this and decided that all of the members would prefer to be present at a discussion of the proposed Student Activities Center. S. Freitas has sent another invitation to the district Facilities office to attend our next meeting (Nov. 8, 2005).
3. **Briefly discuss the progress on the Accreditation Topics**
   - Completed Accreditation summer assignment (see June minutes on the Strategic Planning Web site under Physical Resources Minutes) will be reviewed and discussed at the next meeting, Tuesday, Nov. 8, 2005.
   - Josephine Carson, Charles Sternburg and Jim Morrison all expressed interest in being the accreditation link between the Accreditation committee and the PRC subcommittee, provided they can make the meetings. They expressed reservations about attending meetings that were scheduled on Fridays. We do not currently know when the Accreditation meetings are held and Siobhan Freitas said that she would find out and let the committee members know.

4. **New Facilities Proposal (D. Dieckmeyer)**
   - Dave Dieckmeyer, representing the Technology Resources committee came with a new proposal - a proposal for a new building: a 2-story Technology Resource Center (TRC) - and the funding source would be Measure C funds.
   - The TRC would include space for
     - technology training for faculty and staff
     - workshop space for faculty flex and staff development activities
     - computers, scanners, digital cameras (still and movie)
     - color printer, laser, inkjet - photo quality
     - copiers
     - open work tables / cubicles
     - private rooms with phones for part-time faculty
     - microsupport office and separate workroom
     - IMC office and separate storage room and service room
     - ISS office
     - Resource library
     - Possibly DSP+S proctoring area (this involves students -what are Phase III ramifications?)
     - Norco Voice student newspaper office (also involves students?)
     - Tutor training
     - Tegrity / Video studio with white board and special lighting
     - Video conferencing room
     - Special applications software
     - Storage of equipment - audio/video/computer/printers/electronics etc...
     - small receiving area for deliveries related to IMC, Micro, NETWORK.

   - Meeting ended at 1:40-1:45pm.