Meeting was opened with the approval of last meeting’s minutes; motioned by Dr. Sternberg, seconded by Mark Lewis.

Presentation by Celia Brokenbough from LLSS, Tamara Caponetto, Tutoring, and Rene Diaz, IMC.

This combined presentation was to outline the current limitations and future needs of these different services.

Celia Brokenbough related the current limits of space in the Library currently. The “private” tutoring rooms are used by the Tutoring program and are in high demand. She outlined that demand exceeds the availability of space. She feels it is necessary that the building be restored to the past usage of the entire building, both upper and lower floors for Library space. She stated that, at
minimum, LIBR115 would be desirable for teaching, Library orientations and meeting space.
Rene Diaz, IMC, also outlined the current limitations of space for the IMC program. Of the “private” tutoring rooms that are available in the Library, IMS occupies 5 of the available 8 rooms. He stated that it would be more beneficial and productive for both services to have IMC totally out of the Library’s 2nd floor.
His recommendation is that IMC be restored to the space originally designed for that program in the LIB 101-102 rooms.
Tamara Caponetto concurred with the limitation of space and the high demand for tutoring rooms. While all the concerns were voiced and noted, it was the recommendation of Dr. Sternberg, co-chair of the PRC, that the programs outline precise measurement of space (exact square footage) each requires for their program, to create a Room Usage Proposal and come back to the PRC for approval by vote and proceeding to the Strategic Planning Committee.

Business moved on to a brief update of the Student Activities Center:
Restated that Measure C funds allowed 15000 sf. or new structure.
It was mentioned that a concrete plan was needed for precisely what would go into the new building.
It was proposed by Dr. S. Freitas that a sub-sub committee would be formed to evaluate exactly what was to be included.
Sub-committee included:
Mark Smith, Leona Crawford, Charles Sternberg, Siobhan Freitas.
A member of Student Activities would also be invited to participate.
This would be accomplished via email.

Business moved on to Accreditation Progress:
The assigned bullets were reviewed and a brief status of items accomplished.
Jim Suttons pg. 53, bullet #5 was reassigned to Paul Van Hulle.

New Business:
Mark Lewis questioned the results from the recycling program, results pending.
Dr. Sternberg revisited the “green” building project; to be discussed at next meeting.
Mark Smith, new to the committee requested that the past minutes be made available to him through the secretary Leona Crawford

Meeting adjourned at 1:50pm