PRESENT:

Dr. Lucinda Aborn, DSPS
Richard Bukowiecki, Campus Police
Rich Cameron, Faculty, Fine Arts Division
Roger Ernest, Faculty, Liberal Arts Division
ML Bettino (Farmer), Vice President, Academic Affairs
Adriana Flores-Church, Bus. Services/HR
Tony Fortner, Faculty, Technology Division
Mark Fronke, Faculty, Business Education Division
Jo Ann Higdon, Vice President, Business Services
Dr. Stephen Johnson, Vice President, Student Services
Linda Kaufman, Confidential
Lee Krichmar, Information Technology
Tim Kyllingstad, CSEA
Jason Macias, ASCC Student Rep.

Dr. Connie Mayfield, ACCME
Ceci Medina, Faculty, Health Occupations Division
Mario Morales, CSEA
Wes Nance, Faculty, SEM
ML Bettino (Peebles), ACCME
Jeanine Prindle, Faculty, HPEA
Kim Westby (Quiroz), Student Support Services Division
Dr. Bryan Reece, Faculty Senate
Robert Riffe, Director of Physical Plant
Lola Rizkallah, ACCME
Dr. Dan Smith, ACCME
Traci Ukita (Sugiyma), Counseling Services Division
David Tilahun, Admissions, Records and Services Division

ABSENT:

Michael Barrita, ASCC Student Rep.
Holly Bogdanovich, Director of Student Activities
Dennis Falcon, Faculty, Hum/SS Division
Toni Grijalva, CSEA, & Public Relations Rep.

Lynda Sampson, Library/LRC
Patricia Robbins Smith, Adult Edu./Com Services/CITE
Dr. Noelia Vela, President

GUESTS:

Carolyn Chambers
Brian Kochems
Linda Rose
I. **CALL TO ORDER**  
Ms. Higdon called the meeting to order at 3:19 p.m.

II. **APPROVAL OF MINUTES – JUNE 5, 2008**  
Dr. Reece moved that the June 5, 2008 minutes be approved as presented. ML Bettino seconded. Adriana Flores-Church, Jason Macias and Traci Ukita abstained. The motion passed.

III. **CAMPUS FORUMS-DISCUSSION**  
Ms. Higdon suggested that a work group be established to prepare a draft survey document for the master plan based on CTC input. The CTC agreed to this approach. The following CTC members volunteered to serve on the work group: Chris Sugiyama, Lee Krichmar, Bryan Reece, Connie Mayfield, Jason Macias, and Dan Smith. A member recommended that Chris Sugiyama be recruited upon her return. It was agreed that the work group would request information/feedback from CTC members via e-mail.

A discussion was held regarding the best dates and times to have the campus forums to ensure that all staff could attend and provide their input. It was noted that classified staff do not have a “dead hour” like faculty. Ms. Higdon acknowledged this point and indicated that usually when a situation such as this occurs, an e-mail is sent to the managers/supervisors recommending that they work out with the classified employee coverage in their respective area so that classified staff can attend these important campus forums.

A format for the campus forums was also briefly discussed. It was noted that the format should include a 15 to 20 minute presentation with two or three master plans presented. A question and answer period would then be conducted. Ms. Higdon indicated that she would like to go to the Board with the proposed master plan in October. If any CTC members have additional ideas with regard to format or ideas for the campus forums, then please send the suggestions directly to Linda Kaufman.

Dr. Reece made a motion that the CTC make a master plan recommendation to the campus community during the campus forums and discussions. Mr. Ernest seconded. The motion passed.

**Vote:**
Yes: 25  
No: 1

IV. **ACTUAL SOCCER FIELD USAGE FIGURES**  
Dr. Smith distributed and reviewed with the committee the “Correction to Scheduled Use of the Artificial Turf Football Field and New Soccer Field for this Past fall and spring semesters.”

Dr. Smith highlighted the following:
• It is Dr. Smith’s opinion that severe knee injuries are the result of the poor quality of the old soccer field.
• The old soccer field needs to “go down” for 6-8 weeks for maintenance.
• When fields “go down” for maintenance, Dr. Smith proposed that the new soccer field be used as a utility field. The old soccer field could be renovated to the level as the new soccer field and be utilized as the “official” soccer field.
• Fitness and weight training classes also use the soccer field.

Mr. Fronke asked why the CTC is still discussing the field issue. Ms. Higdon replied that there are some CTC members that believe the College is going to be faced with severe parking issues. Ms. Higdon would like to review the possibility of seeing if there is flexibility with the old soccer field. Dr. Reece noted that the parking issue is a minority opinion and that the majority of the CTC has indicated that they want to keep the two fields, have parking in the strawberry field, and make those suggested recommendations to the Board.

ML Bettino added that he thinks the argument for having Dr. Smith present the field usage information to the CTC is for the future. If the College realizes they need more parking, then the discussion was germane to the committee. Mr. Ernest noted that the buildings and parking are in concert with one another. The CTC needs to ascertain the configuration of Plan E more specifically so we know exactly what buildings are in the northwest corner of the campus and how those buildings impact that specific area. He briefly provided the committee with some campus parking numbers and noted that the College should not go over our EIR parking numbers recommendations. He suggested that the proposed CDC and Facilities Building sites could be used for parking until those sites are developed as building sites. He cautioned the CTC about carving away instructional space, because the College cannot recover that space when it is gone. In addition, consideration needs to be taken regarding the total amount of parking spaces the College is required to have, and also with the fuel prices rising, how many students will be driving cars to the campus.

Ms. Higdon stated that there may be a period of time when the College will have as many as four or five construction projects in process at the same time. This will require large portions of the parking to be taken away for lay down space.

Ms. Higdon asked if other colleges have dual usage of a field (field use and parking.) A brief discussion ensued about this issue, and Dr. Smith and Ms. Prindle did not think this was a feasible idea.

The CTC further discussed the parking issue and the following comments/suggestions were made:

• The College can review the possibility of contracting with facilities around the College for parking. (Cerritos Mall; church)
• The CTC was asked to remember the concept of sustainability and they should keep this in mind as the CTC goes through the process of reviewing the fields.

Ms. Higdon concluded the discussion by indicating that the following needs to be further reviewed and discussed:

• Further refinement of Plan E needs to be completed.
• A final parking count needs to be completed.
  o Address ADA issues.
• Do an overlay of the upcoming five construction projects and the impact they will have on parking currently and in the next two years.
  o Review if the College can make it through the next two years without impacting a couple of sensitive areas. If there is a problem, then meet with Dr. Smith and look for a possible compromise on the old soccer field to allow dual usage of that area.

Mr. Fronke stated that before the CTC starts making recommendations about Plans D and E, not listed as one of the cons for Plan E, is the removal of the Business Education building and locating it to a place where there is no funding to build a new building. The entire Business Division is going to be displaced to a swing space area [wherever that may be] without knowing that there is going to be funding to build a new building for the Business Division to move into.

Ms. Higdon suggested that perhaps our staff and students should be polled to see whether they perceive the College has a parking problem or not. She asked Dr. Johnson and Ms. Bogdanovich to come up with a survey instrument for students to be given at the beginning of the semester to document their perception.

V. SUMMER MEETING SCHEDULE
The committee agreed that the CTC would not meet during the month of July. Linda Kaufman will send out an email asking for CTC members’ availability for August 7 and August 21, 2008.

VI. NEXT MEETING: JULY 3, 2008 @ 3:00 P.M.
The committee agreed to not meet on July 3, 2008.

VII. ITEMS FROM THE FLOOR
Ms. Higdon noted that Steve Richardson, Executive Director of the Foundation, would be attending a future CTC meeting to discuss the capital campaigns.

Dr. Mayfield inquired about the latest information on the November state-wide bond measure. Ms. Higdon replied that, at this time, it is not looking positive for a November state-wide bond measure. She added that she had recently received information from the Chancellor’s Office that they are releasing the funds for the gym
seismic drawing. She added that the funds to cover this expense were from the 2004 state-wide bond measure.

Ms. Higdon also indicated that the College pool project needs to be re-bid. Only two bidders bid on the project, one had a clerical error in their budget numbers and the other bid was too large and would have exceeded the budget.

VIII. **ADJOURNMENT**  
The meeting was adjourned at 4:44 p.m.