



August 26, 2008

- I. **Meeting:** August 27, 2008 at 2:00pm – 3:00p.m.
- II. **Meeting Place:** College of the Siskiyou Board Room
- III. **Meeting Purpose:** Building Construction Committee Review Meeting
- IV. **Introductions:** Meeting Attendees
- V. **Safety Minute:** Disaster Kits
- VI. **Meeting Minutes:** Review/Accept Previous Meetings Minutes As Attached
- VII. **Topics of Discussion:**
 - 1) Schedule Update
 - 2) Furniture Consultant Update
 - a) New Options Being Presented by KI
 - 3) Other:
 - a)
- VIII. **Next Meeting Time/Location:** September 10, 2008 @2:00/Board Room
- VIII. **Questions:**
- X. **Meeting Adjourned**

**MINUTES
ESTC BUILDING
BUILDING CONSTRUCTION COMMITTEE REVIEW MEETING
JULY 16, 2008, TTC 1**

Present: Mark Healy, Jennifer Ridgway, Donna Farris, Beth Watt, Jeff Cummings, Tad White and Debbie Dutcher.

- I. Meeting: July 16, 2008, 2p.m.
- II Meeting Place College of the Siskiyous, TTC 1
- III Meeting Purpose Building Construction Committee Review Meeting
- IV Introductions Meeting Attendees
- V. Safety Minute: Air Quality

While the air quality is so poor use re-circulated air rather than pulling in outside air. Limit our outdoor exposure.

- VI. Meeting Minutes: Review/Accept Previous Meetings Minutes as attached herewith

MSP - Watt/Healy

- VII Topics of discussion:

- 1. Schedule Up-date

There will be delays in receiving framing material. Jennifer will keep the committee posted at our next meeting.

- 2. Furniture Consultant Up-date

- a. New options being presented by KI
As Jennifer indicated, some of these chairs were moved by students into LRC 3 and were not seen by the committee members.
Chair #25 was discussed as being the chair for all faculty/staff offices. This one tended to disappear frequently from the LRC foyer.
Table #29 (60x24) was discussed for use in the Medic large classroom (Not nesting) and nesting for the breakout rooms.
Chair #28 was discussed for use in all classrooms (not nesting) and in the breakout rooms (nesting)

The committee would like the same type of table to be used in both classrooms with the Medic (large classroom 60x24) seating two students per table and the Fire/ADJ (small classroom) seating one person per table (smaller table with 4 post legs ext.24x24) with unattached chairs. The chairs should be the same for both large and small classrooms.

A number of students indicated that they do not like desk/chair attached. They are hard for larger people to get in and out of and prefer separate from the desk.

b. KI vs Interior Office Concept (attached)

At this point Interior Office Concepts furniture was not acceptable. The committee would like to work with KI on chairs and desks for the classrooms.

3. Other:

Jennifer forwarded to the committee that when decisions are made in designing office space we are to remember we are designing college offices, not individual staff offices. There will be one desk/credenza, bookcase, filing cabinet, one office chair and two visitor chairs per office.

The discussion on the office furniture jumped from the modular pieces to regular desks. Tad White, ADJ Coordinator who replaced Bob NeVille when he retired in June, indicated that he has worked with these modular office furniture pieces and they do not hold up well. Keyboard drawers fall off and the quality of the pieces are poor. The committee was told by Michelle Steffens at an earlier meeting that the modular pieces were cut to fit a particular office space. That in itself does not reflect sturdy furniture. Also, each office would not receive a desk, but a credenza to use as a desk. The committee understands the need to budget accordingly, but would like to know that we will not be replacing furniture a few years down the road due to poor quality.

Career and Technical Education bought furniture when their office was moved into Bldg 99 that matched existing pieces in the office. Jeff was of the understanding that this furniture would move with that office when it was purchased. This is very nice, very sturdy furniture that would compliment the new building. The committee indicated that we do not want to purchase unattractive/low quality office furniture when we are trying to keep the quality of student desks/chairs at a particular level. The committee would like to look at the cost of the module furniture vs the current furniture CTE uses and possibly purchase furniture to match CTE for the remaining offices.

In the July 2 meeting the color boards were presented. The committee asked if the carpets could be swapped between the two boards. Jennifer indicated that yes, they can be with the committee accepting the Blue color board.

The cabinets in the copier/adjunct room will be the same as on the color board.

VIII. Next Meeting Time/Location: July 30, 2008 @ 2:00 p.m./Board Room.

VIII. Questions

X Meeting Adjourned