



Facilities and Physical Plant Committee

Meeting Minutes

Birmingham Campus-Facilities Conference Room

Friday, March 7, 2008

Chad Yancy and Nick Shields, Presenting

Call to Order: 9:05 a.m.

Members: Ralph Byrd, Richard Gibbs, Charles Hall, Larry Marshall, Vernona Williams, Mary Smith, Roy Grammer, Clarence Moutry, Lesia McGaha, Leeann Best, Donnell Perry, Kevin Hitchcock

Members Present: Chad Yancy, Nick Shields, Kevin Hitchcock, Charles Hall, Roy Grammer, Ralph Byrd, Leeann Best

Agenda Topic: **Master Plan for Long Term and Short Term Projects**

Short term projects: *Birmingham Campus*

1. Renovations to Student Center/ C-Tel Lab Professional Lab for Faculty
2. Computer Lab
3. Laying Sod
4. Parking Lot Gates
5. Signage-Directional and Marquee
6. Perimeter Fencing

Bessemer Campus

1. Design/Plan for New Multi Purpose Building
2. C-Tel Lab
3. Automotive Manufacturing Lab
4. Signage- Directional and Marquee Sign

Long Term projects:

1. HVAC, Mechanical, and Electrical Upgrades Both Campuses
2. Roofing maintenance and repairs
3. New Multi-purpose building on the Bessemer Campus
4. Items listed on the Facilities Master Plan

Nick Shields reported that we have several areas of importance. HVAC upgrades, mechanical, electrical upgrades, roof patching and repairing leaks, and painting interior and exterior of buildings

The roofs can be scanned and we will be given a report on the repairs needed and a time frame for the order in which roof repairs will need to be completed. A price for needed repairs can be given with that same report.

Electric upgrades are needed to handle the usage needs on campus. The architect can check for needed electrical upgrades.

Mechanical projects will be addressed as they become necessary.

Charles Hall mentioned that after power outages we lost 2 starters in the Kennedy Center. The damage caused by power outages need to be addressed as a short term issue to prevent future loss after outages. Replacement of the chiller in the Kennedy Center is needed. Charles also stated that Phase protectors or surge protectors attached on the sides has helped on the Birmingham Campus

Chad Yancy suggested isolators to prevent HVAC damage. He will get in touch with someone about addressing the HVAC problem.

Chad Yancy stated that both campuses need to address directional as well as marquee signage as a short term project. Marquee should be in place by April 15th, we are waiting on plans & permits. Signage is needed to direct the students as well as the public.

Nick reported that gates will be installed at the following entrances: maintenance entrance across from the high school, the Residency Hall and on 33rd Street. These gates would be locked down after the last class on Friday and should be in place in about a month. There are concerns about parking usage for football games spilling over from high school across the road from LSCC Maintenance Parking Area and the liability as well as possible trash and damage to property. The purchase order for the proposed gates has been approved. Gates will be accessible to faculty, staff and students by ID cards.

Kevin Hitchcock suggest as a long term project building a parking deck on East Campus.

Nick reported the Birmingham Campus will be laying sod in several areas. Next week sod will be laid around the Resident Hall Building by staff. The Birmingham Campus will be working with the Neighborhood Association to sod or seeds along the 33rd Street entrance area. \$10,000 from the Neighborhood Association has already been appropriated for this project. This should take place between now and this fall.

Painting for both campuses on interior and exterior surfaces is needed as a short term goal.

There are several renovation projects that need to be completed as short term projects.

Renovation of one of the houses on the East campus to house professors from abroad when they are at teaching at LSCC.

Renovation in the Student Center will start in the next few weeks. An area needs to be created for a computer lab and two office spaces. It was suggested that the Building Construction students in conjunction with our Facilities staff could help with the renovations. Kevin had concerns because in the past using student to do projects on campus has been discouraged. Chad will prepare a proposal to use students on project. If needed Future Electric can help when the walls are taken out and to make needed electrical changes.

Renovations to the Gym and the Student Center should be completed by this summer.

There will be C-Tel labs for faculty on both campuses and Chad will check with Dr. Davis about lab on the Bessemer Campus.

Nick stated that the permanent fencing on the Birmingham West Campus has been completed.

Committee will meet again next month to approve list of short and long term projects. Chad will confirm and e-mail everyone with the next meeting date, time, and location. Will check with Regina about Ethel Hall Conference Room

Next Meeting: April 11, 2008 at 9:00 a.m., on the Bessemer Campus.

Meeting Adjourned: 9:56 a.m.