CPC NOTES
MAY 24, 2006

PRESENT: C. Bleaux, B. Grabczewski, M. Caraballo, C. Moulton, W. Duprey,
A. Mihalek, J. Homburger, C. Jackson, S. Supinski, B. Hartman
B. Ackland, D. Wright

ABSENT: M. Christiansen, B. Higgins

1.  9:08 a.m. meeting was called to order.  B. Ackland moved to approved minutes of
April 19 meeting.  C. Moulton seconded.  Motion carried.

2.  UPDATES

a. Campus Maps – Bleaux reported that they are coming in.

b. Smart Classroom Proposal – Bleaux meet with the Deans Cabinet and presented the
list of proposed classroom changes.  The list was put in priority order.  #1 – Redcay 107,
#2 – Sibley 100 and #3 CV Hall with a room to be identified at a later date.
Discussion:  Grabczewski mentioned that perhaps CV MayHall wasn’t the best place to
upgrade a classroom as the networking has not been upgraded in that building yet.

c. AutoCAD/Electronic Drawings – Supinski reported that Kevin Roberts, Jim Lucas and
Jan McDowell are going to AutoCad training May 31- June 2.  He has met with some of
the committee members and it was decided that they would wait to make any decisions
until after the training to talk about the campus needs and how AutoCad will fit in.

d. Yokum Renovations – Supinski reported that the project is moving ahead.  Asbestos
removal is a big part of the project and the bids are going out soon.  Stay has the bid for
ceiling replacement and that part is moving along.  Supinski also reported that he has
recently taken a refresher course for Asbestos and said there are new methods for
removal.

e. Hudson Hall Renovations – Homburger reported that the May 1st meeting in Albany
went well.  Agreement on how program requirement and approach is going to be phased
in was discussed.  The goal is have Dimension of the program (Sciences).  It might be
more practical to build labs.  Preliminary concept construction design was hashed out for
all aspects in the meeting.  Albany was critical about converting Hudson 104 into an
astronomy lab and Science Museum.  At this time the space houses adjunct faculty.
There is still talk of building an addition to either Beaumont or Hudson to house the labs.
Hudson would still be renovated but with a different configuration consisting of
classroom and office space.  The start date would still be May 2008 but the campus could
start moving before if swing (surge) space is available.  Homburger is concerned about
Ward Hall, Sibley, and Redcay as these building are going be 10 years or more out for
renovation.
f. Storage Needs – Supinski reported that he has received some responses back. M & O will make a final decision about their space needs and review all current space in the Maintenance Storage building. Supinski will get a final determination out to all the Deans asking once again for their space/storage needs. The questions will be posed to them as to how are you using your space not what is being stored. The final result could be 3 new buildings but no more that 2 at this time. One will certainly be needed. The buildings will be cold storage only at this time. Climatic storage is going to be an issue. Discussion: Caraballo asked if a space heater could be used if someone wanted to work in his or her storage area. No one will be allowed to work in the building. Can it be a space for file storage? Files can be stored in cold storage. The college is trying to move to Electronic filing. Diana LaPorte is working on it. Anyone wishing to know more about this is encouraged to contact her.

3. OLD BUSINESS

a. CPC Membership and Purpose
The purpose seems to have changed some. Space has creeped in and that was not the original intent. John recommends that we do not change anything. C. Jackson made a motion to leave the purpose and definition as is according to the original description and membership structure as amended.
Discussion: It was mentioned that we are making progress and being listened to.
Ackland asked why there was no representation from SBE or IA. The response was that specific departments were not to be represented as much as areas such as…academic, administrative and so on. Moulton seconded and the motion was carried.

b. Redcay Space Request Form – Bleaux has been in communication with Susan Steele and has sent the list of all question/concerns (see 4/19 minutes) to her. There is power available for all except one kiosk. Kevin Roberts gave an estimate of approximately $300 for the additional power. Networking cost is not included. Per Kevin Roberts, there are no code issues. The question was asked whether we could forward to Susan Steele the request saying it appears space can accommodate the resource room and help desk request but remove the kiosk segment. J. Homburger made a motion to accept the request with a change. To accept the change to Room 118 but not to accept the Kiosk request until further investigation is done. M. Caraballo seconded the motion. Bleaux will have Homburger and Supinski sign the form. Bleaux will sign the form approving forwarding the request for a resource room and help desk and to Exec council.
Discussion: Bleaux will ask John Bradley to run a report showing the use of the current Kiosks in the lobby of Redcay. C. Reed is wondering why we are dealing with space that is already occupied. It is our responsibility to assure that when a request comes to us it is not in conflict with something else that is going on. Bleaux and Mihaelek will draft a memo outlining the concerns and questions of the request and send it with the form with a copy to Exec Council.
Motion was carried.
4. NEW BUSINESS

a. Review Original 5-yr Plan – Bleaux and Supinski are working on this and will have a report for the next meeting.

b. Surge Space, Ward – Homburger made a motion to form a committee to look at the space in Ward and on campus in general. Mihalek seconded the motion. Discussion: It was decided that the following would be on this committee: John Homburger, Al Mihalek, Bob Ackland, Diane Wright, Carol Bleaux, Bernie Grabczewski and Mike Caraballo. It was suggested that a representative from EHHS be on the committee. Bleaux will talk to Dean Hill. Supinski will send an update of bldg status. (mechanical and envelope) Motion was carried.

c. Bldg. Exercise for the summer – this may become part of B. This will be discussed at the next meeting.

Meeting was adjourned at 10:30 a.m.

Respectfully submitted,
Diane Wright