



Project No. 17103
State Center Community College District - Madera

Academic Village II - Meeting #4 Minutes
April 27, 2018 1:00 - 3:30

AGENDA SUMMARY

1. REVIEW PROPOSED SPACE PROGRAM

GENERAL MEETING NOTES

LIBRARY

1. Book Stack Space: It was discussed that the Stack Space should ideally increase by 50% to encompass growth over the next 15+ years.
 - Ideally Tall Stacks should be used in the new space.
 - Stack Space vs. E-Books
2. Reading/Quiet Space: There currently isn't a designated space for a quiet Area because you can hear everyone in the current space. It would be ideal to have a designated Quiet Area separate from a Collaboration/Study Space or Lounge in the new Building
3. Individual Study Rooms: It was discussed that there should be 6-8 Study Rooms. Ideally 4 Rooms sized for 4-6 People and 2 Rooms for 6-8 People.
 - These Study Rooms should be outfitted with Dry Erase Boards, Smart Boards or Monitors.
4. Circulation Desk: Enough space for small collection of reserved books should be considered.
 - Near the Circulation Desk there should be a "Back of House" space for head librarian storage and Processing.
 - Should plan for Copy Machines near the Circulation Desk.
5. Offices: The Head Librarian Office should be separate from the Circulation Desk.
6. Writing Center/Tutorial: Possibility of placing adjacent to the Library.
7. Electronic Carrels: Storage for the Checkout of Laptop/Tablets, that is secure with Charging capabilities.

8. Computers: Currently there is 42 Computers in the Lab, 16 Computers in the Library, and 4 Standing Computer Stations.
9. Informal Study Space: It was requested that informal Study Space or Nooks be incorporated in the design, whether its done with Furniture or another way.
 - It was discussed that the Furniture at Merced CC be reviewed for potential use at this campus.
10. Security Gates: Exits and Entry should be in view of the Circulation Desk.
11. Restrooms: It would be ideal to have Restrooms Facilities adjacent to the library or connected to the library space.
12. Periodical Section: Slightly increase the current capacity.
13. Design: Natural Light would be ideal.
14. STEM Center: The STEM center is supposed to relate to the use of the Library, along with the Writing Center. In the new Space Sperate Areas for the STEM Center and Writing Center would be idyllic.
 - The campus will be dialing back on Remedial Classes which will increase the need of Tutoring.
 - Currently they have 2 Work Station Tables,1 desk for the on-Duty person, 4 computer stations.
 - Charging stations or furniture with power would be ideal for this space because most instructors assign online Homework and that is what students come in for help with. Dry Erase Board Tables would also be helpful.

ENGINEERING / CRIMINOLOGY

1. Forensics Lab: The use of these labs will be used for Fingerprinting analysis and Crime Scene Investigations.
 - There should be a wall hung sink in the labs with pedals.
 - The equipment for these labs have already been purchased. The largest Piece of Equipment needed would be a refrigerator.
 - The Labs/Classrooms should be set up for Distance Learning for the Oakhurst Campus.
2. Size: 20 students max should be planned for the initial size of the labs. Classrooms for lecture should be attached to the labs.
3. Stations: The Lab should be set up with Tables and Chairs. There should be space around the rooms for Machines to process lab.
4. Precedent: Lab at FCC OAB, that is slightly larger.

NURSING

1. Programs: The programs offered for Nursing include an LVN program and an LVN to RN program.
2. It is difficult for the LVN program nurses to reserve space at Hospitals for Clinical hours, therefore the simulation labs offered help alleviate that problem.
3. A majority of the Nursing schedule is determined by available clinicals hours given by the hospital, which makes lecture time inconsistent each semester.
4. Lab Size: It was requested that the new labs accommodate space for 30-45 students.
5. It was proposed that the lab have some flexible space and workstations.
6. Simulation Lab: A simulation lab with 3 beds min. and an observation space is required.
 - Each Sim. bed should be monitored with one-way glass and cameras from multiple angles.
 - Each bed should be outfitted with a Charting Station at each bed. They also should include a work wall with air, electrical, UAC, and space to mount monitors.
 - See the attached sketch of the lab configuration discussed.
7. Storage: it was requested that there be enough room for medical carts with supplies throughout the labs similar to a hospital.
8. Precedent: Lab at Clovis CC. Slightly larger with a bigger simulation lab.

TABLED DISCUSSION

1. None.