

March 20, 2014

From: Barry Russell

To: Participatory Governance Representatives (see attached)

Subject: Committee Review Requested: Program Needs for New Building

Dear Shared Governance Group Chairpersons,

As you know, we are beginning the process to plan for the new classroom building that was approved through Measure B funds. The first step in this process is to determine which programs or disciplines may be using the building the most so that we can establish a "user's group" to guide the construction activities. As a reminder, the fundamental purpose of the new building will be to provide new classrooms, complete with standard technology and audio/visual resources.

With that in mind, I would like for each committee to review its work to determine if there are specific programmatic needs that have been identified from the various areas. This would include classroom configurations, size of classrooms, labs, study areas, or other program-specific spaces. This could also be comments related to building specifications regarding safety, technology, or access. I also want to be clear that just identifying these spaces does not mean that it will be adopted for the new building ... just that it will be part of the review process that will lead to the final recommendation by College Council.

Please submit this information to my office by 5:00 PM on April 18, 2014.

There is no specific format, but please provide enough information so that we can understand the purpose of the space as well as the general size of the space needed. Also, please feel free to call my office and arrange a time to talk through any ideas you have while engaged in the process.

Cordially,
Barry

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President

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Emailed to, with cc's to Support Staff and VPs:

