

Space Planning Advisory Committee (SPAC)
Final Meeting Minutes
April 29, 2020

Members Present: Jennifer Sorenson, Leatha Elsdon, Julie Lappin, Jenna Aguirre, Monica Alejandre, Olivia Rosas, Dorothy Chen-Maynard, Ruth Landeros, Antonio Guijarro, Daisy Ramos, Eric Chan, James Trotter, Maria Munoz, Clare Weber

Members Absent: Lesley Leighton, Kim Nicholl

Guest/Alternates: None

Meeting Start Time: 10:00 a.m.

Agenda Items

1. PDC iHub
2. Student Assessment Coordinator Office Space

1. Palm Desert Campus iHub

Jenny presented the floor plans for the iHub at the Palm Desert Campus. PDC has leased commercial space from the City of Palm Desert, located at 37023 Cook Street #102, to be utilized by the Hospitality and Cyber Security programs. This space includes a 32-seat classroom, a Cyber Security maker space, 8 offices, and a shared conference room.

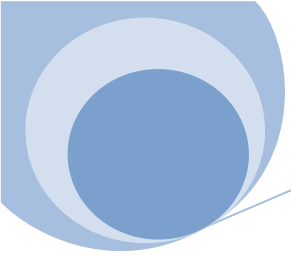
The campus Event Management System will be used for scheduling classes and other activities. The spaces will be tracked in the Space and Facilities Database (SFDB) and reported to the Chancellor's Office.

There will be a ribbon cutting ceremony this fall.

Action: Eric will work with Academic Scheduling to enter the spaces in EMS. No Committee action required as this is an information item.

2. Student Assessment Coordinator Office Space

Olivia described the need to house a newly hired Assessment Director for Student Affairs. The director is currently temporarily housed in University Hall in the vacant Dean of Students office, however, that position is to be filled soon.



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Olivia suggested the space would ideally be located in University Hall as the Director would report to the Vice President for Student Affairs but the Administration Building would also be suitable. The office would be needed around June 1, 2020 and used until 2020/21 when construction of the Student Union Expansion is complete.

The Committee suggested looking into the underutilized office of retired faculty member Dr. Tom Rivera in Chaparral Hall. Monica stated that University Advancement is next to that office and would want to look at using that space if it is vacated.

Jenny recommended continuing to look at vacant spaces within the Division of Student Affairs as there is no known vacant offices in University Hall or the Administration Building.

Action: None

Meeting adjourned at 10:45 a.m.