



## MEETING MINUTES

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**Project:** Tarrant County College District Master Plan      **No. of Attendees:** 30

**Subject:** Northeast - Support Staff

**Recorded By:** Wendy Shabay and Bill Cotten

**Date:** July 27, 2004    8:00 a.m. – 9:30 a.m.

**Location:** Northeast Campus

**Attendees:** Ron Eakins, Gary Coulter, Victoria McCleery, Phyllis Whisman, Joe Garcia, Dewayne Kent, Al Clark Larry Andenson, Karen Baker, Joy Petty, Toni Sandrick, Stacey Herrera, Truitt Leake, Dorothea McDonnell, Van Parker, Darryl Melugin, Judy Pate, Sandray Hawkins, Karla Hyde, Cheryl Upah, J.W. Smits, Evelyne Binz, Peggy Van Fleey, Judy Kelley, Betty Robinson, Lou Davenport, Gloria Zamarripa, Sandra Walker, Bill Cotten, Wendy Shabay

### Comments:

- Landscape/ open space on this campus is good
- Need larger lettering and signage on parking lots, parking lot signs are too high
- Need better signage all across the campus – better wayfinding
- Non-students use the campus as a thoroughfare between Hwy 26 and Harwood
  - talk with City of Hurst about closing street or using speed bumps on Campus and College Drives – currently these are city street
  - Pedestrians are crossing at too many points on Campus Drive – need crossover bridge or well defined crosswalks
- ADA capabilities are better – College has worked hard to improve
- Need better lighting around steps
- Aggregate panel walkways not good
  - Panels have too much vertical movement
  - Walks should be unified concrete
- Service road by Physical Plant Building is too narrow – hard for trucks to maneuver
- Most traffic uses signal light across from NRH20 – this is a dangerous location
- NTAB – most popular building – many people coming in from NRH20 entrance
  - More space, more storage
- Building labeled “Faculty” is confusing for students – only some faculty in that building
- Move smokers further out away from building entries



- Need emergency call boxes throughout campus
- Need phones in classrooms to call security
- Emergency lighting does not stay on long enough
- Need better exterior lighting
  - Many areas dark in interior campus
  - Need better lighting in parking lots
  - Old simplex system that controls lights is very old and outdated
- Many power shortages (short circuits) in parking lot lights – most wires and power boxes are direct-bury
- Need crash bars on all external doors
- Fire safety hazard on some doors, can be locked in
- Some offices suites only one exit
- District Service Center – not ADA compliant
- NBSS has one end closed off – fire hazard
- No (few) instructions for emergency evacuation posted in NTAB
- Wiring in buildings are in bad shape campus wide – many buildings are under-circuited for new technology
- HVAC can't handle extra heat from computers
- Internal vehicular circulation is not good near Hwy 26
  - Need interior traffic signs
- Entrance by Sonic is dangerous
- Signal light by Mountasia would help relieve congestion
- No sign for campus at Harwood and Precinct Line Road
- No signal light at main entrance off Harwood
- No campus signage in and around campus
- Pedestrian/vehicular conflicts at HPE Building and on side street near HPE building
- Need better direct access to Precinct Line Road
- No drop-off areas – stopping vehicles are currently blocking accessways in parking lots when dropping off
- Need a visitor parking area in front of cafeteria
- Need a clearly defined “main entrance” to campus
  - A Visitor Center would help wayfinding process
- Inadequate directional signage on major thoroughfares – there is a sign off Loop 820 – but no sign off of Hwy. 26 @ Davis
  - Campus ‘turns its back’ on parking lots/ community
  - Maps needed at vehicular entry points
  - Signs that show students where to register
  - Information booth or kiosk at building cluster entries
- Widened road on road off NRH20 for drop-off area
- Need more visitor parking – distributed around campus
- Learning spaces are ‘too clinical’ – need to update interior furnishings, paint colors
- Locks inadequate for security of building after hours – need card-swipe locks
- More classrooms (30-40 students)



- Need properly designed circulation space in classes with computer stations
- Classrooms are being converted to labs (specialized space)
- Storage units needed for media equipment in each building – must be accessible without disturbing classes
- Wiring inadequate – placement of phone jacks not in proper places – cables everywhere
- Multipurpose classrooms with dividers would add flexibility
- Glass walls in Student Center (similar to Clark at MSU) – soundproofing needed
- Testing Center – very inadequate
- Game room next to testing center with no sound barrier
- Too many buildings without windows
- Old science has horrible (scary) elevator
- Steep ramp at emergency exit from first floor of Library is a hazard
- NBSS leak problems– horrible odor problem
- Fine Arts Building – same odor problems
- New science building has standing water in basement
- Old science leaks badly
- DSS – 20 year old temporary building – doesn't meet OSHA requirements
- All service vehicle routes around campus are not accessible – some buildings very hard to access in wheelchair
- Service and pedestrian routes share the same walkways – better if separated
- More meeting space needed
- All student services crammed in Student Union building
- Student Center too far from daily campus activities – needs to be centralized
  - NTAB, NBSS, LIB, ACB – most student-used buildings are not close to Student Building
- Need storage for student activities
- Need campus wide paging system
- Fire alarms needed throughout campus – evacuation plan is not clear to all employees
- Phones in classrooms for security and to contact media center
- All calls to police go thru central dispatcher on another campus
- More storage everywhere
- More power outlets
- More outdoor gathering spaces needed – especially near NTAB
- Many areas could have outdoor pavilions
- Cafeteria and Student Center are seriously underutilized
- Worst buildings on campus: Administration, Student Center
- Most buildings need to be upgraded
- Student Center should be located in center of campus, existing is too remote
- NBSS is only building with parking directly in front of it
- Faculty Building could be moved to perimeter of campus.
- Faculty could be dispersed to other buildings
- ADA ramp at library should not be under tree – drops litter on walkway
- All campus needs to be looked at for ADA needs – increasing Seniors programs will



INNOVATIVE APPROACHES... PRACTICAL RESULTS

- amplify access needs.
- The Library was designed to support another floor

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*The following reflects our understanding of the items discussed during the subject meeting. Please notify writer of any discrepancies within 10 days.*

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