



## MEETING MINUTES

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**Project:** Tarrant County College District Master Plan      **No. of Attendees:** 15

**Subject:** Northwest – Administration

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

**Date:** 07-29-04

**Location:** Northwest Campus

**Attendees:** Gary Goodwin, John Martin, Gloria Mills, Floyd Curtis, Ted Phillips, Joe Rode, Janice Yoder Smith, Linda Quinn, Vesta Wheatley, Sandra McCurdy, Vera Ornelas, Mike Meador, David Herndon, Wendy Shabay, Bill Cotten

### *Comments:*

#### Leadership Council:

- Street light at Marine Creek Parkway
- (8:00 – 5:00) peak starting at 7:30 a.m., backs up to 820
- N.W. College
- North area growing – EFW doubling in size
- \*Look at another entrance
- Talk with City – right hand turn lane coming south
- NW College Drive in bad location because people coming around town. No clear sight lines coming out.
- Fort Worth willing to pay for ½ of traffic light
- Lighting on Marine
- \*Traffic count was done during semesters
- Signage – Way finding in parking
- Will need future parking as enrollment increases
- Aviation may close at Meacham and will come here – will need 50 spaces
- Will need more parking
- Need more parking on South lot
- 70,000 new home sites in service area
- Large amount of non-credit
- Not enough visitor parking
- Updated maps
- \*Need kiosks at all entrances outside
- Signage – parking, entrances, on buildings, inside buildings to where services are located.



- Registrar, bursar, counseling, testing, financial aid, visitor information, police – Most are located together but too small
- Signage directing to registrar's office
- Need additional meeting space for students
- Only two rooms that are heavily used. The other room is by the cafeteria.
- More space for registrar office – can be 200 people in small foyer. Should be 2-3 times larger.
- Financial aid space is very un-private and too small.
- Signage in office for all areas
- Too covered and poor ventilation in registrar's office
- Advertising Center also backs way up. Poor configuration.
- Not adequate group study spaces. Some in library but need more in library and more around campus.
- Cafeteria too crowded. Using cafeteria for a study area and uncomfortable.
- In Science lab – Need area for students to go.
- Game room and TV lounge stay pretty busy – T.V. room too small, but are away from classrooms.
- Need faculty lounge
- Optimum Room – is “the meeting room” – not near food service.
- Need multi-purpose meeting rooms with food services
- Need more student meeting rooms.
- 2 offices for all student organizations – very inadequate for students space and storage
- Large meeting room off of cafeteria only have 2 small restrooms – not adequate
- Not enough set-up storage space
- Not specific lab with specific courses – Labs not ADA compliant
- Need more lab and classroom space
- Not adequate storage space for lab rooms
- Not enough A/V technical capabilities in labs
- Only 2 small classrooms
- 12 adjuncts in 1 office – Need more adjunct space
- Continual Education works very closely Health Physical Ed.
- Continual Education space in own building – if put down wooden floor, could also serve as dance studio for Continual Education and Health Physical Ed.
- Aviation building – needs to be located together, may move to Alliance.
- Very fragmented departments
- \*Aviation has 150,000 SF that may be freed up
- May add EMT program, but will add more AP programs that don't have enough space or labs for \_\_\_\_.
- Adjunct faculty spaced needed – faculty shared space (like SE) but with conference rooms
- General classroom space – most are too small
- A/V equipment
- General classrooms



- Library – Only 1 quiet area – need more, use only 1 district that don't have a classroom.
- Build a stand alone library that can be open longer ideas \_\_\_\_\_, don't have room to expand.
- No conference rooms
- Security issues with money in bookstore going to business services with no secure area
- Testing center is way too small – above the bookstore, only 25 chairs
- Space in library for “Coffee Store”/comfortable table area – right now, not adequate space to do that.
- Could share area with cafeteria
- Library with multiple levels
- Continual Education area – Visual performance arts, 500 seat theater, with general purpose open-space, plumbing testing room, floral design with sink and refrigerator, kitchen, multi-purpose room. Would free up bottom floor of Building A, Financial Aid space, theater.
- Separate Continual Education/Conference facility
- Wide range of community functions – hard to schedule Continual Education rooms around classes.
- \*Enclose fire range/running get engines – noise
- No road around lakeside connecting North and South parking
- Only 1 elevator in main building
- ADA issues for H/C when power goes out – elevator not working
- Water problem on 4<sup>th</sup> floor – better now
- \*Need drop-off area
- WTLO, WACB, and WSTU – covering for H/C on ramps
- No drop off out of ramp
- Not enough dressing space for theater students and many H/concerns
- Music and dance can't use space during semesters
- Need larger dance studio and practice space
- Need better desks – larger
- No general support for amphitheater
- New building possibilities – Science Building – Horticulture and Forensic Science lab

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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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