



# Facilities Committee Meeting Minutes

February 19, 2016

1:30 p.m.

Board Room

Chair: Dr. Thomas Miller

Co-Chair: OPEN

✓ Call to Order: 1:39 p.m.

✓ ROLL CALL (**P=Present**; **A=Absent**; **A/E=Excused**):

P	A/E	NAME	P	A/E	NAME
	<b>A</b>	Blythe Mueller (ASB Student)		<b>A</b>	Josiah Salazar (ASB Student)
<b>P</b>		Dwiggins, Steve (CSEA)	<b>P</b>		Garcia, Steve (Management)
<b>P</b>		Guardado, Lynn (Faculty)	<b>A</b>		Margie Sandello (Management)
<b>P</b>		Bonato, Tony (Faculty)		<b>A/E</b>	Graham, Ron (Administration)
<b>P</b>		Knight, Leonard (Management)	<b>P</b>		Miller, Thomas (Faculty)
<b>P</b>		Painter, Michelle (CSEA)	<b>X</b>	<b>X</b>	VACANT (CSEA)
<b>P</b>		Murray, Jim (CSEA)		<b>A</b>	Smith, Frank (Administration)
<b>P</b>		Sewell, Robert (Management)	<b>P</b>		Visser, Mike (Faculty)
<b>P</b>		Shaner, Keith (Faculty)			

Present	Absent
11	6 absent / 1 vacant
<b>Quorum Established:</b>	YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

✓ Agenda Items:

Approval of January 8, 2016 Draft Meeting Minutes

**Motion: Garcia ; Second: Shaner - Approved / Not Approved**

1.) Welcome New Member – Margie Sandello, filling Management seat vacancy

Dr. Miller introduced Margie who spoke of her interest in sitting on a shared governance committee as it had been awhile since she had. The committee is excited to have a representative from the Student Services side of the house.

2.) Five Year Plan:

The Facilities Master Plan has been updated and it is now time to start the process of the annual Five-Year Capital Construction plan. We've just received enrollment projects from the Chancellor's office and they were lower than we had hoped. This means, should the State offer funding for future projects, our scores for selection to receive this funding will be a bit lower than they have been in the past. But, there may not even be a statewide bond on the ballot. Build out for the college is now projected at 15K students instead of 20K.

**ACTION ITEM: Michelle will invite Jim Spencer to the next meeting to review the process and explain where we are at so far.**

The One-Stop committee toured Southwestern College in San Diego to see how it does/doesn't function. There will be a meeting to recap what they learned and another tour will be scheduled to visit Norco and Chaffey in March.

- 3.) Survey Question Development (Building Conditions):  
Discussion regarding building conditions took place. What do we need to know regarding building conditions? Michelle will generate a list of possible questions and Dr. Miller will sit down with Mark in Research to develop a survey.
- 4.) Tutoring Task Force:  
Having student tutoring all over campus has been ineffective. The tutoring task force did a survey to determine the best location. The recommendation was to put it in Building 21. This is causing many secondary effects which Facilities and M&O are working on. For example, Upward Bound and AFT are moving from the Academic Commons to the Allied Health modules A&B, which frees up space in the back of the Academic Commons for BET to move in to. BET moves into the Academic Commons. Math Success take the BET space in the Tech Center bldg. 21 – so it is near the math classes held in that building. And so on...
- 5.) New Chair / Co-Chair Nominations & Elections:  
Dr. Miller will continue as our committee chair to the end of this semester (4 more meetings). The committee was asked if anyone present might be interested in holding the Chair and Co-Chair seats. Michelle noted that she wouldn't mind filling the Chair and Lynn stated that she could fill the Co-Chair.  
**Motion by Visser to elect Michelle Painter as Chair and Lynn Guardado as Co-Chair, effective May 2016. Second: Knight. None opposed. Motion carried.**
- 6.) Review and Adopt new Quorum Policy  
Committee reviewed the new Quorum Policy.  
**Motion by Garcia to adopt the new quorum of 7. Second: Guardado. None opposed. Motion carried.**
- 7.) Update on Faculty and CSEA vacant seats (if any):  
Michelle will check to see what vacancies we have left. She has spoken to each constituent requesting vacancies be filled.
- 8.) Gender Neutral Bathrooms:  
The law states that an individual can use a restroom with which they gender-identify with. Single stall restrooms on campus that have the Male/Female symbol can be changed into gender neutral with little difficulty and expense.
- 9.) Good of the Committee / Open Comments:  
Discussion regarding Balfour Beatty providing an internship for a VVC student on the upcoming Vocational Complex Expansion and Renovation. Steve does not believe this is in the contractors budget this time around, but will look in to it further, and supports giving Construction Tech classes the opportunity to visit the construction site as we did with the Science building.
- 10.) Next Regularly Scheduled Meeting:  
March 11, 2016 ~ 1:30 p.m. - Board Room
- 11.) Meeting Adjourned: 2:47 p.m.