

November 4, 2015

1:00- 2:30 p.m. in Lev- 40

<https://committees.kccd.edu/bc/committee/facilities>

MEETING MINUTES

Present: Anthony Culpepper, Don Birdwell, Justin Kelley, Kristin Rabe, Mary Jo Pasek, Chief Counts, Keith Ford, Terri Goldstein, Pam Kelley, Enrique Martinez
Secretary: Andrea Watson

Introductions

- Committee was given a few moments to review last meeting's minutes. Andrea will be sure to have copies of previous meeting's minutes for each member to review at all future meetings.
- Committee approved previous minutes
- Need for committee's Faculty Co-chair, Andrea to inquire.
- Happy to see Delano represented at the table. We need to communicate our sister campus's needs.

Facilities Requests

Kristin familiarized the group with the requests procedures and scoring process. The request were organized by safety concerns as priority. Kristin, Don and Andrea did the initial review and scoring of request to further prioritize safety. These, request will now be further scored by the committee.

All members may review and score requests by opening the facilities Requests folder found on their desktops. (Please contact Kristin for further assistance.) Also please refer to the attached regarding committee scoring procedures. Info may also be found on committee's web page by clicking on previous meetings. Kristin requested that your scores be completed by Dec 2, 2015, and all requests comments & feedback should be emailed to Kristin or Andrea for tabulation.

<https://committees.kccd.edu/sites/committees.kccd.edu/files/Facilities%20Scoring.docx>

- Once scoring is completed notes and feedback will be routed back to requestor with a status and determination of their request.
- Anthony stated the goal of the Facilities Requests will be to capture the needs and data within our School Dude program. Also create a "Control Number" associated with each request. This number will better help track every request from start to finish as well as close the loop and better inform budget needs.

Students with disabilities requests

Enrique informed the committee of current existing safety concerns for our students. On 11/05/15 Andrea met with Enrique for further detail and info regarding the concerns. Below is a list.

- New Doors at the SS building do not have an electric door capability. Doors are very heavy and difficult for some to open. Often students have to wait for others to assist them.
- Library restrooms need electric door capabilities. Lobby restroom, computer room restrooms and upper level restrooms. Doors are heavy and difficult to open.
- BC Campus is deficient proper desks for disabled students. We need more desks that are wheel chair accessible throughout all campus.
- Elevator need between LA building and Gym. Currently students must go around the building, travel through a parking lot and proceed uphill. This is extremely difficult and dangerous due to vehicles. For some students it is nearly impossible.
- Public Safety Disability Carts- Can we have them run until final classes on campus? Currently they end at 5:00PM but often times we have students with needs until 9:00PM. These students often need to catch their Public transportation and the need for a prompt pick-up is requested.
- Disability Cart Drivers should also receive proper training on how to transport those with disabilities and special needs. Often the rides are fast, bumpy and painful for students.

PPR's vs. Facilities Requests

Don explained that the PPR which is created by the M&O department is triggered by the Facilities Request. The request is a written statement of the need and the PPR is the initial form between Facilities and Department that submitted request, that the project/repair will be moving forward.

Anthony titled it "Operational Control", another attempt in keeping our transparency on campus and within budgets.

Computer Lab Issues

Justin brought two issues needing proactive action.

- Raised floor in the server room. Don has already informed Smitty of the problem and it is in process to be fixed.
- SS Lab has a power source that keeps getting tripped by the student's chairs. Once this happens it shuts down all computers and the entire network must be re-booted. Don to follow-up with electrician.

BC entrance Speed bump

- Chief Counts recommended we take a look at the bumps used at the "Market Place" on Ming. They are aesthetically pleasing and very effective.
- Anthony brought up a liability concern should such bumps cause damage and recommends being consistent with what is used throughout campus already. Don has already began research and will have some options presented soon.
- Chief, Don and Anthony agreed that proper signage must be in place to set speed and warn of bumps.
- Another area of concern is the driveway between the northwest side of Library and the soccer field. Drivers speed through this area onto the main BC/Haley drive traffic.

Swing Space Project

Projected to begin May 2017. Twenty – twenty four thousand sq. feet will need to be allocated to project. Nicer Modules will be placed either on the Panorama Drive area of campus or empty lot across Mt. Vernon.

- Pam, reminded committee that Northside wood chipped lot is also BC property.
- Kristin brought up the importance of Todd's involvement regarding modules being placed across Mt. Vernon and any problems or cost associated with wiring and connecting it to our main campus.
- Anthony instructed us to get Eric and Todd involved with upcoming Swing Space Project meetings
- Another concern was the lighting issue and safety for any crossing students.
- During the refurbish of Campus Center, we may utilize food carts and local vendor's food trucks placed throughout campus.

Bond

Board of Directors have begun to revisit the 600 million dollar bond – Anthony

- Pam mentioned Measure G and the need for better communication and transparency regarding bonds and budgets. There is some negative perceptions on how money was spent.
- Anthony informed committee that we account monthly with the District where and how funds are being spent. In addition a power point of projects and measure G funding had been presented to College Counsel.
- Pam stated that such issues should be informed at a community forum not just with college counsel.
- Anthony agreed and insured that College Counsel is a starting point not the ending point. Discussion should be dispersed through all who attend the College Counsel meetings.

Next meeting: December 2, 2015 @ 1:00pm.