

## **Facilities & Sustainability Committee Meeting**

Wednesday December 2<sup>nd</sup>, 2020 – 1pm Zoom Meeting

Admin: Co-Chair Bill Potter, M&O; Faculty Co-Chair Pamela Kelley, Health & PE

Admin Reps: Mike Giacomini, VP Finance & Admin Services; Steven Waller, Dean of Instruction Math, Biology and Physical Science, Bill Potter, Executive Director Maintenance and Operations

Faculty Reps: AG: Chris McCraw; Counseling: Dinorah Castro; Richard Allen Bolar, Jonathan Ward; Geology: Chris Benker; Performing Arts: Kathryn Kuby; Tim Heasley; Engineering & Systems: John Chicca, Fabiola Butcher

Classified Reps: Juan Torres, Delano; Kristin Rabe, BCTS – Media Services, Chris Glaser, Campus Safety & Security, David Landon Webb, M&O

SGA: Krystal Knox, Senator for BC

**Attendees Role for 12/02/20:** Mike Giacomini, Steven Waller, Kristin Rabe, Pamela Kelley, Chris McCraw, Richard Bolar, Chris Benker, Tim Heasley, Fabiola Butcher, Jonathan Ward

**Absent Role for 12/02/20:** Juan Torres, David Landon Webb, Bill Potter, Dinorah Castro, Johnathan Ward, John Chicca, Chris Glaser, Krystal Knox

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### **Meeting Notes: \*\*APPROVED Facilities & Sustainability 12/02/2020 Meeting Minutes\*\***

#### **I. Approval of minutes**

- a. October Meeting Minutes: Approved
  - i. Correct Attendance and Absentees for October 7<sup>th</sup> meeting, per Mike & Pam
  - ii. Replacing Sandy
- b. November Meeting Minutes: Did not go over, move to next meeting for approval.

#### **II. Ranking of Program Review**

- a. Facilities Program Review Requests 2020/21 (Emailed Spreadsheet 12/02/20)
  - i. Kristin provided Score sheet spreadsheet of Facilities Requests and Report. It is also on our Committee page.
    1. Urgent Items to vote on **Facilities & Renovation only**. This is due to due to COVID mandates.
  - ii. Committee agrees to do an **E-Vote by January 22<sup>nd</sup>, 2021**
  - iii. **For Committee:**
    1. 1<sup>st</sup> Page of Spreadsheet is Review: Lists what is on Program Review
    2. 2<sup>nd</sup> Page of Spreadsheet Please be sure to mark your vote with and X or a Check Mark, it is next to each Program Review category in columns C through E for Furniture and Renovation.
  - iv. The ranking is 4, 3, 1 with 4 being the highest priority. Please submit your votes to **Kristin Rabe via email by January 22<sup>nd</sup>, 2021**. Kristin will compile count.

1. **Kristin:** Kristin will provide results after she receives the votes by February 2021 Facilities meeting.
- v. **Pam:** Add 2 Backboards for Tennis (appx \$1000/each) to Facilitates and remove from technology
  1. **Mike:** Kristin okay please make adjustment to move Backboards for Tennis back for voting for Renovation.
  2. **Kristin:** Yes, correction done. Updated Facilities Program Review Requests spreadsheet was resent to Committee via email.
- vi. **Chris Benker:** Water Bottle Filing Stations
  1. **Mike/Kristin:** Correct is listed on spreadsheet, will need to be voted as priority by voting members

### III. Strategic Directions

- a. Spring 2020 Report
  - i. Mike went over report
  - ii. Review: Facilities and Technologies
    1. Implementation of Monitoring System: still in progress and mostly facilitated by Measure J.
    2. Redoing Welcome Center and Bookstore in to Administrative Services
    3. Non-Measure J - Projects 70% completed and on pace and progress with Non-Measure J projects.
    4. Completed New Veterans Center
    5. Completion with ABC Campus Center bldg., scheduled to be completed this year. With COVID setbacks. Set to open in Spring, February and with Dining commons in April
    6. Parking lots:
      - a. Measure J free student parking will be taken care of with Measure J
      - b. Non-Measure J Parking lots completed
    7. Infrastructure
      - a. Committee and Partners are in infancy stage and moving forward
    8. Solid Waste: Planning began
    9. Recycling Plan: Assessment has been done by Waste collector. BC has room to improve. Continuing implementation after plan us completed
    10. Charging Stations
      - a. New Campus Stations for Laptops and phones
      - b. Substantial thought out campus for Students and Faculty to utilize
- b. New initiatives
  - i. Ad Astra implementation
    1. **Mike:** Old Academic Scheduling application software "Schedule Plus" no longer supported after December 31<sup>st</sup>.
    2. **Mike:** Ad Astra will replace old application software
      - a. **Per Tim Heasley:** Currently, Schedule Plus is typically for M&O

- b. **Mike:** Ad Astra will replace the Schedule Plus component for Campus Scheduling & Events for our 3 Colleges. Approved by all colleges.
  - c. **Pro:** Once courses are updated it tells you what is available and what items
  - d. **Pro:** Meetings Space: Ability to book meeting inventory of conferences and meeting rooms
  - e. **Pro:** Scheduling meeting space for other companies and trainings with Ad Astra Scheduling
  - f. **Phase 1:** Class Scheduling and Courses, Job number 1
    - i. Testing will also take place in phase 1
  - g. **Phase 2:** Ability to load other spaces and utilize space of the campus for meeting. Schedule Plus component for Scheduling and Events used until Ad Astra is completed in Phase 2.
- ii. New buildings/infrastructure
    - a. Committee and Partners are in infancy stage and moving forward
  - iii. Space rental - generate revenue
    - 1. Once Ad Astra is complete, scheduling meeting space for other companies and trainings will generate revenue
  - iv. Security cameras
    - 1. **Mike:** Prevalent and necessary
    - 2. **Mike:** Some in our BC Parking need to be replaced
    - 3. **Mike:** Break-ins have been high at BC during COVID
    - 4. **Mike:** Areas with current cameras are with Cash Transaction areas
      - a. Cash Transactions Areas: Business Services and Admissions and Records
      - b. No offices or other locations
      - c. Hopefully Cameras deter break-ins
        - i. If not, recourse find out who is perpetrator
  - v. Peace Garden
    - 1. **Mike:** working on budgets and design plans
    - 2. **Mike:** first of a couple of Peace Gardens and first is Walking Path
    - 3. **Pam:** Concern for Faculty, is Peace Garden going to be taken care of with maintenance
    - 4. **Mike:** Yes, and our goal is to keep the Campus well maintained
      - a. Infrastructure and Plumbing are being completed and irrigation will take care of watering plants, etc., automatically.
      - b. Maintenance will be as usual and any additional special maintenance outside of normal such as special fertilization will also be taken care of.

#### **IV. Additional Questions:**

a. **Pam:** Faculty Reps

b. **Mike:** [Vote on Committee Charge by 12/15/2020](#)

- i. **Mike:** Allow E-Vote after re-written and distributed by Pam.
  - ii. **Committee:** All in Favor for E-Vote by end of Semester 12/15/20.
  - iii. **Pam:** Voting Members
    - 1. **Pam:** Faculty Reps - Preferred to be from different departments.
    - 2. **Mike:** Faculty 5
    - 3. **Pam:** Pam get 5 Faculty info to Mike by Monday 12/07/20. Department vs Pathway
- c. **Kristin:** Next Facilities Meeting will be until **Wednesday February 3<sup>rd</sup> 2021**

Meeting Adjourned at 2:03pm