

Facilities & Sustainability Committee

February 25, 2019 / 2:30-4:30 p.m. / 1641

Meeting Minutes – Draft



LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Facilities & Sustainability Committee

Members Present (voting):

William Eddy, Chair (non-voting)
Diane Brady, VP Admin Services
William Garcia, VP Student Services
Nan Ho, Dean Academic Services
Jill Carbone, Faculty, STEM
Steve Gunderson, Administrator
David Wagner, Faculty, A&H
Frances Hui, Faculty, SLPC
James Giacomazzi, Faculty, BHAWK
Jared Howard, Faculty, Student Services
James Weston, Classified
Todd Steffan, Classified
Walter Blevins(non-voting)

Members Absent:

Michael Peterson, Faculty, STEM
Owen Letcher (non-voting)
Ann Kroll (non-voting)

Guests

Daniel Cearley, Faculty, Anthropology
Dr. Amir Law, Dean, BHAWK

1. **Call to Order** at 2:33pm by Bill Eddy

2. **Review and Approval of Agenda**

Motion to approve by Jill Carbone with second from Nan Ho. An addition to agenda item seven to includes an EV status District update from Nan and Diane. Motion approved.

3. **Review and Approval of January 28, 2019 Minutes**

Steve shared that he abstained from approving the 1/28, 2018 meeting minutes. Under item 7, change Justina to Josephina. Motion to approve, Nan and second from Diane. Motion approved

4. **Archaeology and Forensic Field Exercises**

Anthropology teacher, Daniel Cearley proposed to the committee his request to dig 5test areas each semester for his students to work on. He would ideally like to use the area near Automotive/IT north of the Native Trails. The committee expressed concerns over erosion and endangered species. An erosion plan includes placing dug soil on a tarp then backfilling it. Next steps include a walkthrough of the proposed area with Walt, Jill, and Daniel. The committee suggested to Daniel it be would due diligence to speak with Horticulture and Plant Science to confirm how they are using the area.

5. **VRC Storage Lockers**

The Veterans Center are outgrowing their space and would like to purchase 2 additional storage lockers. The lockers cost \$2000.00 and would store supplies. The request would not go through the Small Project process as the purchase fits within their current budget. Todd is requesting approval to install which is fine with the final step being the submittal of a work order. Todd will be raising money to cover the cost.

6. **Veteran Memorial and Flag Update**

Todd provided an update on the flag/memorial. The flag pole will have a 24 hour light with the cords inside to discourage flag theft. The estimated cost for the granite is 84 thousand while the estimate for the base is 100-25 thousand. The request has gone before the Exec team.

7. **EV Parking Update**

The District Facilities committee has asked members to bring discussion of EV parking to the college Facilities Committees. The District cost to provide electricity to the non- fee charging machines was 41 thousand dollars. The solar panels on campus do not neutralize the cost even though the charging stations tap into the LPC grid. The District Facilities is looking for feedback on a shared electric vehicle charging station policy. Questions to consider are what is the average time a student uses the charging station, do all parking fees subsidize the cost, what is the turnover on spaces, are more spaces needed, should there be a time limit and enforcement. There are about 40 combined charging stations at LPC and Chabot. If a non-EV vehicle is parked in a designated space, it could be ticketed. The discussion will move to the Colleges for feedback and discussed at the March meeting.

Committee members can also email Nan with their details. Incremental steps to change the current format has been suggested.

The discussion will move to the departments for feedback and be discussed at the March meeting. Committee members can also email Nan with their details. Incremental steps to change the current format has been suggested.

8. Small Projects

Walt Blevins, Director of Maintenance and Operations shared how to submit a Small Projects Request. The form should route through the department dean to their VP for signature approval and to Exec Facilities. The Exec Facilities team reviews the request for feasibility and provides feedback to President Bennie who is the final approver of the project. The request will not move forward without President Bennie's signature approval.

Small project funding is a limited occurrence. There is not an assigned timeframe to submit the requests. First come does not guarantee project approval. To be considered a small project, the request cannot be deferred maintenance or require DSA approval.

The form is one page and can include an estimated cost. It is important to note projects that require IT, should not be quoted. IT will work their own resources to generate a cost/quote.

On May 27, the switch gear which every campus building is powered from is scheduled to be shut down to allow for its replacement. Three generators will run buildings 1600, 1700, and 100 which will be the only area with AC. The pool will have one designated generator to allow for continued maintenance.

9. Good of the Order

The March Facilities and Sustainability meeting is on March 18 at 2:30pm in room 1687. Agenda items to include at the March meeting are District charge and an update on Archeology.

April's meeting agenda should include charge and committee structure.

10. Adjournment at 4:06pm