

# Facilities & Sustainability Committee

March 18, 2019 / 2:30-4:30 p.m. / 1641

## Meeting Minutes



LAS POSITAS  
COLLEGE

### LPC Mission Statement

- ❖ Las Positas College is an inclusive learning-center 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

#### Members Present (voting):

William Eddy, Chair (non-voting)  
Diane Brady, VP Admin Services  
William Garcia, VP Student Services  
David Wagner, Faculty, A&H  
James Giacomazzi, Faculty, BHAWK  
Frances Hui, Faculty, SLPC  
Jared Howard, Faculty, Student Services  
Todd Steffan, Classified  
Owen Letcher (non-voting)  
Walter Blevins (non-voting)  
Ann Kroll (non-voting)

#### Members Absent:

Steve Gunderson, Administrator  
Nan Ho, Dean Academic Services  
Jill Carbone, Faculty, STEM  
James Weston, Classified

#### Guests

Roanna Bennie, LPC, President  
Don Carlson, Dean, SLPC

#### 1. Call to Order at 2:32pm by Bill Eddy

#### 2. Review and Approval of Agenda

Agenda item 6, Program Review, Facilities Question was moved to agenda item number 4. Motion to approve by Diane Brady, second by Bill Eddy  
Motion approved with no abstentions

#### 3. Review and Approval of 2/25/19 Minutes

Add to minutes under number 6, note Todd will utilize community relationships to fundraise flag pole/memorial funding.  
Motion to approve by Frances Hui, second by William Garcia  
Motion approved with no abstentions

#### 4. Program Review, Facilities Questions

The committee was asked to review the program review questionnaire and if the Facilities question should remain on the document. The committee agreed the question should remain. Responses from the program review would be available in Spring 2020.

#### 5. Columbian Mammoth Bone

Ten years ago the mammoth bone was found on the LPC campus. The bone currently resides at UC Berkeley. Carol is working with her team to bring the bone back to campus and house it in a specialized case in building 1600. LPC is responsible for transportation of the bone in its protective jacket.  
Next steps: Don Carlson will work with Carol on coordination of the move.

#### 6. Draft FMP

After the February Town Meeting, the community and campus had an opportunity to submit their FMP feedback via comment cards. Over one hundred responses were received and cataloged.

Phase 1 of the FMP was approved in March 2016 and includes the new Academic Support Office Building, 2100. A committee comprised of the day to day end users of the space have started to meet. The meetings will provide an opportunity for the team to share their thoughts and ideas on how to best use the space. The goal is for the process to remain transparent.

The Public Safety Complex, Ag Science, Horticulture, and Advanced Manufacturing and Transportation are up next. The architect for this project will be interviewed by a committee of end users in the coming weeks.

In order for Phase 2 to begin, all projects in Phase 1 must be completed. Phase 2 projects include the Student Center, Arts and Science, Auxiliary Gym, and sports fields.

Another opportunity to view the FMP and submit comments will start on March 26. The FMP drawing boards will be posted in the Library and building 1600. The feedback period will end on April 5. The FMP document is a living document and may change. May is the targeted month to have the FMP to the Board.

## 7. District Facilities

- Charge

The charge of the Facilities and Sustainability committee has not been changed since 2014. The District IPBM Facilities would like the committee to review and discuss the charge and how it relates back to them. \*April agenda item – District Charge

- Reporting Relationship

Suggestions and questions raised during Facilities and Sustainability are taken to the Exec Facilities meeting for their review. The Exec Facilities meeting attendees are LPC Executives and District Facilities personnel. The group is not a formalized committee with no meeting minutes. The meeting purpose is to discuss current projects and other operational matters occurring on the LPC campus with District Executives.

The proposed action moving forward is to have a standing agenda item to report out what was discussed at the District level facilities meeting.

Also reviewed was the Art on Campus Committee who will utilize the one hundred and eighty thousand dollars in the budget. Stuart has agreed to chair. Anyone interested in the committee can reach out to Stuart.

## 8. Small Projects

Small project requests should not include materials or any project that requires DSA approval. The funding for small projects is a one-time occurrence and not all projects will be approved. The request requires signature routing through the department dean, VP, Walt for M&O approval, and Steve for IT approval. Total spending on small projects is just over one hundred thousand dollars.

Small projects will remain a standing Facilities and Sustainability agenda item. The committee requested a list of all projects submitted thus far and an update at each committee meeting.

**9. Good of the Order**

LPC was recently approved as an SAT test site. A stipulation of the testing process is having all clocks in the front of the room. As a result, the view of the clocks was obstructed for LPC students. Deans will send a list of the rooms to M&O where the clock for correction is needed

**10. Adjournment at 3:55pm**

