

**Meeting Minutes****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 Cmte**Members Present (voting):**

Scott Miner, (non-voting)
Diane Brady, VP Admin Services
William Garcia, VP Student Services
Nan Ho, Dean
Dave Wagner, Faculty
Michael Peterson, Faculty
James Giacomazzi, Faculty
Frances Hui, Faculty
Jared Howard, Faculty
Richard Duchscherer, Classified
William Eddy, Classified
James Weston, Classified
Steve Gunderson, Classified
Zainab Dogar, ASLPC

Members Absent:

Don Miller, Interim VP, Acad Services
Steve Smith, Administrator
Todd Steffan, Classified

Non Voting Members/Guests:

David Estrada (non-voting)

(Guests continued on last page)

1. Call to Order @ 2:31 p.m. by Scott Miner.

2. Review and Approval of Agenda

Diane Brady; James Giacomazzi; unanimous.

3. Review and Approval of Minutes

Michael Peterson; Zainab Dogar; correction to Trees agenda item; approved with said changes.

4. Construction Update

David Estrada reported that B. 1000 is 69% complete; continuing with interior finishes, drywall, and exterior finishes; delivery in May. He reported the battery project is going well with the actual battery being delivered. The system is being looked at as there was some possible damage during delivery. Electric charging stations in Parking Lot H are not running. Disconnect switches will be delivered and installed this winter.

5. Puente/Umoja Art Project

Kisha Turner, co-coordinator of the Umoja program indicated that LPC's learning communities have a one love initiative art project that they would like to install on campus for several weeks. Students gave a Power Point presentation to the committee discussing reason to display, possible locations (B. 2400, B. 1600 area near Counseling, and Cafeteria), placement, measurements, and significance to Puente and Umoja. Scott offered to have the Welding Department make a free-standing frame and then perhaps put it in the Library and allow both sides to be displayed. Frances Hui made a motion to allow the artwork to be displayed; Dave Wagner seconded; unanimous.

6. Computer Science Club Weather Station

No report.

7. Teaching and Learning Center (TLC)

Howard Blumenfeld, Professional Development Coordinator and Math faculty reported that he is researching modifying the existing TLC (room 2410) which is now run by Scott Vigallon, Distance Ed. Howard reported that they don't really have a TLC. With a combination of grants and perhaps general fund money, they may be able to modify the existing space to allow faculty research to support faculty-initiated projects, faculty groups, researching different things in their curriculum or teaching practice. At the end of the year have a presentation, implement into curriculum or SLOs. Working with basic skills, CTE, SSSP. Goal is to start next year. When the new Building 2100 comes

online, transfer the existing TLC into a more open welcome space on the ground floor, have collaborative activities with faculty. Work with the library to provide resources for faculty and staff. TLC coordinator could take over Scott Vigallon's duties, coordinate small workshop activities, survey faculty, coordinate annual symposium, etc. Howard reported that this idea comes from Berkeley City College which Thomas Allen, Scott Vigallon, and Howard recently visited for information on how to run and budget for it. Howard hopes to support classified professionals in the TLC as well. Diane asked Howard what Berkeley City College does differently and Howard indicated that they support faculty research with stipends. Looking at chairs, movable tables, movable whiteboards, bookshelves with research material, etc. Steve Gunderson indicated he would be interested in talking with Howard off-line about technologies.

8. College Action Plan

Rajinder Samra reported that one of the items identified by LPC (not the Accreditation team) in the 2015 accreditation self-study report deals with physical resources, facilities, and equipment. Specifically, the item (III.B.2.B Physical Resource Planning) indicates that "upon its completion, use the new educational master plan with other institutional documents, such as the mission statement, for further integrating physical resources with institutional planning. Develop processes for institutional assessment that include regular gathering and analysis of information on physical resource use and integrate findings to the College's planning activities." Rajinder is requesting someone from RAC work on this item. Further, he indicated he needs someone to help his group think through this, identify the information that can be gathered, determine what's do-able and what is sustainability. He wants to make it a meaningful process. The mid-term report is due in Spring 2019. Scott indicated that he would include this agenda item on January's meeting for 30 minutes to see if we can collectively come up with something. Rajinder indicated that Katie Eagan and Karin Spirn are working on the equipment component.

9. Draft List of Assumptions for Measure A Work

Scott reminded the committee that the decision to approve the Draft List of Assumptions was postponed from October's meeting with a request that the District's legal office review the ballot language to confirm that our 2018 FMP and Measure A priorities already identified are in line with the ballot and will not conflict with what the voters approved. Scott read an email sent by Doug Horner, Vice Chancellor of Facilities and Bond Program, which states "*In short, the bond language does not limit us to only those projects defined by the 2012 FMP. The first paragraph "PROJECTS" states (and I abbreviate*

here) that the Board evaluated many urgent facility needs as such are outlined in the 2012 FMP. The ballot language continues to the final very dense three paragraphs that define what kinds of projects are allowed. Those final 3 paragraphs are our legal guide. This language was written by our bond counsel who writes the great majority of all bond language statements in the state. He is widely acknowledged as the expert in the field. His language allows us great latitude within the law to build facilities.” Diane Brady moved to approve the List of Assumptions for Measure A Work; Nan Ho seconded; unanimous.

10. Security Measures – Catalyst

Kevin Wood introduced himself and indicated he would be creating the District’s Security Master Plan. He is first looking at existing systems and policies and collecting thoughts and impressions on safety and security. There are six questions to which he needs answers. Diane reminded the committee that Kevin also attended the Town Meeting and a recent Health and Safety Committee meeting to gather input. This is the committee’s last chance to add comments, especially if there are concerns that have not been raised yet. Scott mentioned that there are two entrances to the campus and perhaps should consider putting a gate at one of the entrances. Locking one entrance would free up a person for other things in a lock-down situation. Bill Eddy reminded us that the Wheels Bus runs on campus and would need to be diverted should the gate(s) be locked. A suggestion was made for electronic signage at both entrances to alert people as they arrive on campus. Dark passages and 6’ tall vegetation near the CDC was mentioned as well as low lighting near the boiler room. Kevin then reviewed areas for security improvement at LPC and asked how the students view campus safety. Scott encouraged Kevin to attend the December 7 Student Senate meeting for input. Rajinder Samra also did a student survey with positive results which Kevin may want to see. Several committee members felt more security staff was needed. The question was asked on whether Campus Safety should be armed in some way. Most of the concerns have been focused on key issues. Walt Blevins is working on a short-term key/door lock solution now. Per an e-mail sent out by Roanna Bennie, VP’s and administrators were encouraged to let M&O know if they feel there are locking issues that need to be addressed ASAP.

11. District Wide Master Plan (DWMP)/Facilities Master Plan (FMP)

MIG was in attendance to collect information for the Facilities Master Plan. Scott reminded the committee of the priority work done last year and emphasized that we want to value all work that was done. Diane indicated that MIG has been given the priority list and she would send a priority summary report recently compiled by the Deans to all committee members.

MIG indicated that had a successful kick-off meeting at the District. Today's meeting is one of several that they will have with us. They want to make sure they get the priorities right and they want to align with the Educational Master Plan. They bring lots of ideas, but are community driven. They talked about the different groups they will be meeting with. They want to align the facilities with the desire of how you want to teach and how students want to learn. Introductions were made. MIG asked each committee member to answer: "1) What are some of the ways you would judge our success? 2) What are the priorities? 3) What are the issues and challenges with the existing campus? 4) What are the big-ticket items you hope we achieve?" Some (but not all) answers are below. MIG facilitated and documented responses.

Francis Hui: Not enough room in library, need more study space, additional classrooms, kitchen, ability to host guest speakers.

Jared Howard: Learning Community Center, multi-cultural center, lobby/overflow space for student services, additional counseling offices. Issues/challenges: marketing on campus.

Jeanine Methé and Steve Gunderson: technology to support LPC's vision, wireless, distributed antenna system to get cellular into all buildings. Wants facilities committee to be thoughtful on technology needs. Wendy indicated we have control over inside the building, but we're a victim of new glass and inefficiencies.

Mike Peterson: public safety building, classrooms, simulation labs, vehicle storage, testing center, additional labs, more lockers, greenhouse and acreage.

Dave Wagner: art building, expand general classrooms for painting and drawing, ceramics, sculpture area.

James Weston: auto/welding space, meeting spaces, indoor/outdoor spaces.

Bill Eddy: tennis courts, softball field, baseball field, arena to hold 5,000 people. Issues/challenges: larger vehicle parking.

Zainab Dogar: maker space.

Scott Miner: maker space, student union, auto/welding building.

Nan Ho: fire program, EMS scenario rooms, shared map room, lockers, second physics lab.

MIG indicated that the schedule for the 2018 Facilities Master Plan will have five phases. They are working on the existing conditions analysis right now to be complete by the end of this year/early next year. The next phase in spring is a visioning phase. After that is the plan preparation and then the adoption process. They indicated that they will follow normal process for plan approvals and the final draft plan will be presented to all committees. Any comments should be directed to David Estrada. The stakeholder interviews are happening now. They will not be doing one-on-one's or coming into Division meetings. MIG's understanding is that the district will be doing final approvals.

12. Good of the Order

13. Adjournment @ 4:39 p.m. Rich Duchscherer; Michael Peterson;
Unanimous

Next Meeting: December 18, 2017

Guests:

Jeannine Methe
Howard Blumenfeld
Sean Prather
Wendy Pinos
Rajinder Samra
Kisha Turner