



## NOTES Facilities & Sustainability Committee

December 18, 2017 / 2:30-4:30 p.m. / 1641

### Meeting Notes

#### 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  
Nan Ho, Dean  
Steve Smith, Administrator (@ 4:00)  
Dave Wagner, Faculty  
Michael Peterson, Faculty  
James Giacomazzi, Faculty  
Frances Hui, Faculty  
Todd Steffan, Classified  
James Weston, Classified

##### Members Absent:

Don Miller, Interim VP, Acad Services  
William Garcia, VP Student Services  
Steve Gunderson, Classified  
Jared Howard, Faculty  
Richard Duchscherer, Classified  
William Eddy, Classified  
Zainab Dogar, ASLPC

##### Non Voting Members/Guests:

David Estrada (non-voting)  
Rajinder Samra (Guest)

1. **Call to Order @ 2:40 p.m.** by Scott Miner.

*DID NOT HAVE QUORUM*

2. **Review and Approval of Agenda**

3. **Review and Approval of Minutes**

4. **Construction Update**

David Estrada reported that B. 1000 is 77% complete, finishes, metal panel on outside, stucco finishes, close up drywalls, interior, work continues. Bay Cities doing site work. Contractor reporting February/March completion; we are anticipating May completion. David reported that filling in concrete next to some building near Building 1000. David reported that the electrical battery is partly installed, doing final connections, fire up as operational/test in January. Manage data for a year to see if it will produce battery storage. EV work in Lot H will be done over winter break.

5. **Computer Science Club Weather Station**

No representative from the Computer Science (CS) Club attended the meeting. Scott indicated that the CS Club is proposing to purchase a monitor to place in an area in B. 1600 lobby that would tie into a weather station (existing or new) as a club project. Nan indicated that there is an existing weather station on top of Building 1800 and is connected to a web site. The data is used for a Geography class. Perhaps there is a data stream that the CS Club can tap into.

6. **College Action Plan**

Rajinder reminded the committee (from his attendance at the 11/20/17 F&S meeting) that one of the items identified by LPC in the 2015 accreditation self-study report deals with physical resources, facilities, and equipment. Specifically, LPC needs to “develop processes for institutional assessment that include the regular gathering and analysis of information on physical resource use and integrate findings to the College’s planning activities.” He indicated that Karin Spirn and Katie Eagan are looking at equipment and the F&S Committee needs to look at facilities. Rajinder asked the committee what data exists that will assist in gathering and analyzing this information. Answers included 25Live, student and staff surveys on facilities, a system that M&O uses (name not readily available), program reviews, discipline planning process, perhaps the 2012 Facility Master Plan. Nan indicated that she collects data for laboratory use.

Rajinder reviewed the following documents (found on the F&S web site) and the committee discussed the data collected:

- LPC Mapped College Action Plan #5
- Accreditation Survey: Faculty/Classified Staff/Administrators, Fall 2014
- III.B.S.B
- Student Satisfaction Survey Results, October, 2016

Based on the data captured in the two surveys, Rajinder asked the committee to think about what questions should be asked and how we integrate that information into the college planning activities. The suggestion was made to have F&S Committee work during the spring semester to identify the type of information we need to collect, perhaps identify some key questions, and use Convocation Day in Fall, 2018 in which to collect it.

Rajinder indicated that it's not about compliance. These are things we should think about reviewing right now so that we don't have issues in the future. These should be things that are sustainable, that we can do on a regular basis. We are transitioning to the accreditation standards. The next comprehensive accreditation will be in 2022. Rajinder recommends the committee start slowly. Look at:

- Survey results
- Dean summaries of the FMP
- Facilities component of program reviews

Rajinder and Scott will meet in the spring to develop an initial starting point and then bring it back to the committee.

## 7. FMP Debrief

Scott asked the committee if there were any comments about the process used for at last month's meeting for the FMP. He reminded the committee that Diane Brady e-mailed the Dean Summaries to the committee members. A couple of questions were asked about the different notations used in the summaries. Nan reminded the committee that the summaries were intended to provide MIG with a starting point, a tool to communicate the college's wishes as defined last fall. Michael Peterson asked David Estrada what level of specificity MIG is looking for. David indicated that they are not looking for square footage or the number of seats in a classroom but rather an idea of "needing a classroom that does these types of things..." David was asked where MIG is in the timeline. David indicated that he "just met with them today to go through vision stage, sometime in January. Going back to Facilities Executive meeting to see if we missed anything. MIG is also gathering specialized engineers..."

Diane indicated that MIG is currently working on gathering existing conditions. MIG met with the Classified Senate, Health and Safety Committee, Academic Senate, and M&O. They walked the campus today to assist in that process. They also met with Steve Smith for information on the Public Safety area. They will now probably meet with individual programs, including welding, auto, horticulture, etc. Scott indicated to David that one thing he saw on MIG's timeline was meeting with committees in the summer. Scott reminded David committees do not meet in the summer.

Diane reported that Doug Horner, who manages the MIG contract, will be taking early retirement.

**8. District Facilities Committee Update**

The IPBM (Integrated Planning and Budget Model) Facilities Committee met on December 8 at the District Office. At that time a committee member from Chabot College presented a resolution by Chabot's Facilities and Infrastructure Technology Committee. The resolution requested that the Board of Trustees support a proposed partnership with the City of Hayward for a public safety training center and directed the Chancellor to begin discussions with the City for the development of an implementation plan. Some background on this plan was discussed by the LPC Facilities and Sustainability Committee, but since the committee did not achieve a quorum, this was treated as an information item only.

**9. Good of the Order**

Scott mentioned the foul odor from the Men's (and Women's) restroom on the first floor of Building 1600 and wondered whether the pipes were connected properly to the vents. David Estrada was asked to research it.

**10. Adjournment @ 4:10 p.m.**

**Next Meeting: January 22, 2018**