Present: Carlos Cortez (Co-Chair), Johnny Dong, Joe Doyle, Windy Franklin, Sam Gillette, Vincent Koo, Ralph Smeester, Colette Cussary for John Pang, Cynthia Reese

Guests: Nancy Cayton

Absent: Joshua Boatright, Jennie Braman, Ramona Butler, Willard Cheng, Pieter DeHaan, Mostafa Ghous, Roberto Gonzalez, Richard Lee (ASBCC),   
 Lynn Massey, Kelly Pernell, Shirley Slaughter (Co-Chair),

Recorder: Joanna Louie

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| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions (Shared Agreement/Resolved or Unresolved?)** |
| Call to order | Call to order- 12:23pm  Facilities Committee 2014-2015 Schedule handout distributed- please mark your calendars!   * Friday, **October 3**, 2014 12:15-1:30pm room 451 * Friday, **November 7**, 2014 12:15-1:30pm room 451 * Friday, **December 5**, 2014 12:15-1:30pm room 451 * Friday, **February 6**, 2015 12:15-1:30pm room 451 * Friday, **March 6**, 2015 12:15-1:30pm room 451 * Friday, **April 3**, 2015 12:15-1:30pm room 451 * Friday, **May 1**, 2015 12:15-1:30pm room 451 |  |  |
| Review of Schedule Deferred Maintenance (Ralph Smeester- 5 minutes) | * (Fire) Repair of smoke dampeners- in progress * (HVAC) Replace two bad Delta controllers- completed * (HVAC) Replace boiler water feed valve- working fine right now * (HVAC) Replace Delta computer-installed in 2005, Vincent in process getting us a new one (acquisition in progress) * (HVAC) Repair VAV controllers (not communicating) and replace bad actuators- completed * (HVAC) Replace five ABB VFDs face monitors (control screens)- working now * (Plumbing) Repair leaks on Domestic Water Line- in progress * (Window) Replace exterior window classroom 216- in progress, will be done during Christmas break * (Fire System) Replace leaking valve to maintain pressure- in progress * (Flooring) Replace laminate floor in room 31, 32, 33, and 34- completed * (Doors) Rebuild front door hinges, and fire control mechanism- in progress * (Window) Auto shade classroom 212 circuit board replacement- looking for funding * (HVAC) Replace air compressor- completed * (Generator) Backup generator annual service, inspection, & load test- in progress * (Plumbing) Replace bladder tank for domestic water supply- replaced mains ones, in progress * (Fire) Simplex recommended fire sprinkler repairs- in progress * (Elevators) Repair bent control panel in freight elevator- completed * (Plumbing) Repair water filter system- in progress * (Elevators) Replace flooring- Ralph not sure what is going on w/ this   Carlos would love to see the window cleaned. Ralph says out for bid and he escorted 3 different vendors on campus but no action yet. |  |  |
| Discussion- Facilities Committee 2014 Goals & Activities (Group- 30 minutes) | Packet of slides distributed- came from Town Hall Meeting 9/24/14. Identifies our 2024 vision and Ed. Master Plan: Eliminate the Achievement Gap & Advance Student Access, Equity, and Success.  Slide pg. 16- Big Audacious Goals to Eliminate the Achievement Gap   * Ensure ALL new, first time to college students (approx. 3000 students/year): * Enter a program of student by their second semester * Complete 20 transferable units or a stackable certificate by the end of their first year * Are a part of at least one outside of the classroom learning environment on campus (i.e. learning communities, student life, student support programs, etc.) or working off campus * Ensure ALL students have at least 70% successful course completion   Slide pg. 17- Planning for action to eliminate the achievement gap   * Shared governance connects all: * Annual Program Updates and Action Plans & Reports (every year) * Program Review & Action Plans (every 3 years) * Accreditation Self-Study and Action Plan (every 6 years) * Ed Master Plan (every 10 years)   Slide pg. 18- How do all these plans and reports connect to our Big Audacious Goals?    Slide pg. 19- Timeline for Fall 2014 Planning (this illustrates the process of writing these reports)   * Information Gathering & Collaborations Aug/Sept * Pull previous reports/assessments/reviews * Facilitated conversations & information gathering * Writing Sept/Oct * Compose the report/plan * Designated writers * Vetting Oct/Nov/Dec * To shared governance (October) * Board (Nov/Dec)   --------------------------------------------------------------------------  2014-2015 Goals & Activities handout distributed-  BCC’s Institutional Goals:   1. Goal 1: Preserve and nourish resources to ensure access, equity and success for all students. 2. Goal 2: Increase certificate/degree completion and transfers to 4-year colleges or universities by inspiring and supporting students. 3. Goal 3: Improve career and college-preparation progress and success rates. 4. Goal 4: Ensure BCC programs and services reach sustainable, continuous quality improvement level. 5. Goal 5: Collaborate to ensure fiscal stability.   Facilities Committee Proposed Activities:   * Initiate a 5-year rotating campus renovation and repurposing plan that ensures safe, clean, and functional facilities (for Goals 1, 4, and 5) * Spearhead development and implementation of the transition plan for acquisition and renovation of BCC facilities to ensure student success and close the equity gap (for Goals 2 and 3) |  |  |
| Other |  | Agenda items to add to next meeting:   * Card readers- Lennox? system (replaced Johnson Controls) * Library cameras * Check-in regarding fire extinguishers in the chemistry & science labs |  |
| Adjourn | Adjourn- 1:10pm |  |  |