**Berkeley City College – Facilities Committee**

**December 5, 2014**

Present: Carlos Cortez (Co-Chair), Sam Gillette, Jennie Braman, Mostafa Ghous, Willard Cheng, Roberto Gonzalez, Johnny Dong, Joe Doyle, John Pang, Cynthia Reese

Guests: Nancy Cayton, Yucui Wen (ASBCC)

Absent: Ramona Butler, Pieter DeHaan, Roberto Gonzalez, Richard Lee (ASBCC), Lynn Massey, Kelly Pernell, Shirley Slaughter (Co-Chair), Mostafa   
 Ghous, Vincent Koo, Ralph Smeester, Joshua Boatright, Windy Franklin

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- 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 |  |  |
| Approve Agenda | Agenda approved. |  | Resolved. |
| Review & Approval of 11/7/14 Notes | Minutes approved. |  | Resolved. |
| Operationalization of Rotating Renovation Schedule | This was one of our 2 strategic goals part of our campus-wide goals which is to create a rotating renovation schedule to allocate funds to do improvements one floor at a time so every 6 years the floors are refreshed. To request for District funding, President Budd and Business Director Slaughter must determine prioritization list of what facilities work is necessary. Carlos recommends bringing in APU’s to the next meeting to review all facilities requests. What needs to be done- a proposal needs to go to Roundtable and then the President forwards to the District. |  |  |
| New Building Update | We have gone into the escrow process which is the purchasing process for the new building. We need to have a conversation as to what to do with the new space. What Carlos has heard most is to make it a one-stop student services area so students can get everything from Transfer Center, EOPS, A&R, and DSPS in one space like Alameda. Therefore, hesitant to paint the first floor due to the move. Renovating the first floor might happen later. | Something to think about- tour of new building for next year during our meeting time. |  |
| New Building | Last year’s APUs had lots of requests for long term facilities. We had dept. chairs prioritize using a colored system- green meaning they urgently need, red meaning in an ideal world this is what we would like to have. Majority of depts. in last year’s APUs included request for space in the new building. For example, ESL requested dedicated classrooms because their classes are dynamically-dated. ESL and English asked for additional computer labs to support new sections they are offering that require technology.  Joe had question about iPads for online students. Response: Chromebooks pilot underway.  The Art Dept. is requesting art gallery space that can be used for other purposes but not just for students all the time.  Many people have a lot of ideas of what they want in the new building but it is not possible   1. solution is to see what everyone is requesting and what is feasible 2. basement is grim, students complain due to comfort aspects. Maybe we can cycle classrooms out of the basement and use the space for something else which has less density. | To bring APU’s to next meeting and have outlined by dept. on what their dept. needs are and have campus-wide requests looked at as well. Request should be sent out to Student Services area. Carlos wants this committee to drive the prioritization process. |  |
| Accreditation Update | Accreditation is due today. When the visitors for Accreditation come for Standard III, **the Facilities Committee will most likely be interviewed**. VPSS May Chen submitted us as potential interview subjects. Carlos strongly urges us to review the document well in advance before their arrival. They will ask us things we should be aware of in the document. |  |  |
| Student Equity Plan Update | The document has been finished and submitted to the President who is now submitting it to Roundtable on Monday for final approval and to the Board on Tuesday for approval. There are some implications for Facilities include:   1. request for a dreamers resource center to support undocumented students so some space will need to be allocated to this initiative 2. request for additional embedded tutors 3. expansion of some innovated accelerated English pilots that we have ongoing which will require additional technology and classrooms to accommodate that 4. expansion of services like tutoring and library hours. 5. Engaging with community partners and engaging with them so we need space allocation. |  |  |
| Review & Approval of the BCC Arts Council Mission & Proposal Form (Jennie Braman) | Handout distributed-  Wanted to create a document for people who want to propose an exhibition to these shared public spaces. This document provides people with the mission statement, process, and criteria to propose a show. |  |  |
| Adjourn | Adjourn- 1:15pm |  |  |